



Minutes of Carlton Colville Town Council On-Line via Zoom meeting on Wednesday 3rd June 2020 at 7 pm.

Please beware that this meeting was recorded.

MINUTES

1. To Note Members Present and to receive, note and accept apologies for absence – it has been requested by Councillor Adam Robertson to accept his apologies for the last meeting – this request to accept apologies was noted.
Present: Chairman Julie Hall, Vice-Chair Jill Tyler, Councillors Chris Thomas, Adam Robertson, Christine Fair, Derek Fletcher, Paul Radforth, Clare Varela, Ryan Williams Suffolk County Council – Melanie Vigo Di Galidoro, East Suffolk Council Craig Rivett, IMPACT detached Youth – Ian Castro, East Anglian Transport Museum – Tim Major, Allotment Chair – David Peek
No members of the public were present
2. To receive any declarations of interest regarding the agenda
None
3. To consider applications for dispensation
N/A
4. To agree and sign the minutes of the meeting of 6th May 2020 – (to be dropped at the Chairman's in advance of the meeting along with the payments)
It was RESOLVED by all that these were a true and accurate record and were duly signed
5. To receive reports from the following:
NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 6.
 - a. Suffolk County Councillors – Councillor Robertson expressed thanks to SCC for the work they had done during COVID-19. Recycling centres are now fully up and running with booking online, they are very busy but the system was working well. Schools were gradually reopening with no fines being issued at present to parents who did not send their children. Work on Street Light sensor deployment would be commencing. Primary School car park is almost finished. A Virtual Care response with simple phone technology is to be launched to support shielded or vulnerable people.
 - b. East Suffolk Councillors – Councillor Robertson passed on his thanks to ESC for their efficiency during COVID-19. There is an upgrade of toilets in the area happening. Meetings were all going ahead virtually including planning. Grants had been issued to help businesses during the crisis.

- c. Patients Participation Group at Rosedale Surgery – no updates as no meetings had taken place
 - d. IMPACT Detached Youth – first night out today. The skate park was being well used and Ian and Laura talked to the young people about social distancing. Tim from the Transport Museum requested a visit to the back of the premises as there had been a break-in recently.
 - e. East Anglia Transport Museum – remained closed at present whilst they investigate how they could open if allowed with government guidelines. Grants from SCC and Lottery fund had been received to help with ongoing costs for day to day running. Some improvement works are still ongoing.
 - f. Allotments – the allotments are all thriving and 2 new tenants had quickly tidied up the plots which were vacant. The school was continuing with the volunteers to water etc although the children were not expected back until September.
6. Public participation
The purpose of the meeting is for Councillors to discuss Town Council Business. During each meeting the Council will allow a period of up to 15 minutes for public questions. During this time, residents can put questions to the Chairman regarding local concerns. Each question will be allocated 3 minutes. Where possible the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion.
No members of the public present
7. To agree payments for May 2020. List was circulated prior to meeting
It was RESOLVED by all to pay all 3 cheques totalling £1855.24 and 1 direct debit £56.58
Allotment Rent of £473.08 by online transfer and 2 cheques totalling £66.44 had been received
£488.69 received from HMRC VAT reclaim Jan – Mar 2020
Spend v budget circulated
8. To discuss and agree official letter from St Peters Church to close the graveyard - Open Spaces Act 1906 ss 9&10. Local Government Act 1972 S214
It was RESOLVED by all to write and accept responsibility for the maintenance of the graveyard at such time that the church and volunteers are no longer able to.
9. Governance – Policies and Procedures to Review and Agree
a) Statement of Internal Control
b) Information and Data Protection Policy
c) Data Retention Policy
It was RESOLVED by all to accept all 3 documents
10. To consider the purchase of commemorative benches for VE Day and Key workers – Power to provide Roadside seats and shelters – Parish Councils Act 1957
It was RESOLVED by all to purchase 2 benches – 1 NHS/Key workers to be placed in Carlton meadow park and 1 VE Remembrance Day anniversary to be placed at Deepdale when the Refurbishment of the play area is complete – clerk to confirm with ESC Norse that this is acceptable and then order them
11. To discuss the future of the newsletter
It was decided that the local groups e.g. schools, churches etc. needed to contribute to make it more relevant – clerk to contact groups with a deadline. Councillors to come up with ideas and suggestions e.g. history, footpath walks, puzzles. The magazine would be put on Facebook and online and a few printed by the clerk to go in local shops. Suggested that next

publication would be November 2020 to give groups time to get back after the summer and pandemic.

12. To agree actions on defibrillators
Julie to remove the Methodist Church one until the lease is signed and then will be wired up and a new case, batteries and pads purchased – it was RESOLVED by all to go ahead with this when we can.
Carlton Marshes is all fine and in order
Carlton Manor is in working order and hoping when the new owners take over this will continue.
13. To consider the request to move a bus stop in Hollow Grove Way
The SCC's are not willing to spend the money to move the bus stop as they feel they will be moving the problem from one place to another and it has already been moved once. Equally removing the bus stop completely will affect more than one resident. The Town council will put in a complaint to First Bus as will the SCC's. SCC transport department who have been dealing with the resident will follow this up with the outcome.
It was RESOLVED by all for the clerk to write to First Bus with complaint.
14. To consider the children's activity days for August
The clerk confirmed that these were now cancelled
15. To discuss the known arrangements for Norse maintenance and the clarification of management of parks and open spaces in the area
Craig Rivett to clarify with ESC about responsibility for managing the parks and open areas.
16. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda
A request for permission to put up a security fence at the Community Centre had been received – agreed in principal put on the agenda for next month.
17. To close the meeting
The meeting closed at 8.55 pm

Signed..... Date.....