



Minutes of Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 1st December 2021.

The meeting started at 7.00 pm

MINUTES

1. **To Note Members Present and to receive apologies for absence**
Present: Chair Julie Hall Councillors Ryan Williams, Paul Radforth, Rachael Arnott, Derek Fletcher, Clare Varela, Chris Thomas
Allotment Chair: David Peek
Members of the public: 3
Apologies: Jill Tyler, Adam Robertson, Melanie Vigo DiGalidoro (SCC)
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 Town Council meeting of 3rd November 2021**
It was RESOLVED by all that these were true and accurate and they 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 – report circulated by Melanie Vigo DiGalidoro
 - b. East Suffolk Councillors – not present
 - c. Patients Participation Group at Rosedale Surgery – next meeting 2nd December 2021
 - d. IMPACT Detached Youth – not present 2 more sessions to complete for end of the year
 - e. East Anglia Transport Museum – not present
 - f. Allotments – Everything going well, guttering up around the shed. School very quiet but maintaining. Contact the school to discuss further funding.
 - g. Carlton Colville Community Centre – AGM was held 1st December – finances, hirers all confirmed, lots of interest from potential new hirers. Revamp of outside MUGA. Confirmation of the officers in January. – Ryan Williams and Clare Varela to be TC representatives.
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.

A question was raised about the playing field maintenance

A question was raised about the Everitt Academy regarding Lowestoft Journal press release

7. **To note that the Annual Internal Control Statement review and Financial Risk Assessment had been carried out by Councillor Christine Fair**
These were completed on 26th October and all was found to be correct and in order with no issues to take forward.
8. **To agree payments for November 2021**
List was circulated prior to meeting
It was RESOLVED by all to pay all 6 online payments for £9518.10 and 2 direct debits for £72.54
Spend v budget circulated
Bank Statement and reconciliation for October were duly signed
9. **To consider byelaws at the community centre and the next steps**
Gate will not be locked at present it will be monitored, deterrent since fence has been put up from anti-social behaviour.
10. **To note that flooding issues caused by sunken drains in Chapel Road and Hall Road had been reported to Suffolk County Council**
A confirmation had been returned that they were monitoring the situation
11. **To consider responses to the following East Suffolk Consultations**
 - a) Sustainable Construction Supplementary Planning Document (SPD) – no comments
 - b) Affordable Housing Supplementary Planning Document (SPD) – no comments
 - c) Cycling and Walking Strategy - comments Where does the cycle path go? What happened to the idea for a separate bridge for cycle/pedestrians?
 - d) Consultation on the Draft East Suffolk Community Infrastructure Levy (CIL) Charging Schedule and Draft East Suffolk CIL Instalment Policy – no comments
12. **To consider updated plans for the Queens Platinum Jubilee 2nd June 2021**
900 Mugs had been ordered and the updated plans circulated to the Councillors
Order Printed Town Council hi-viz vests for the day. Order a Lanyard for Racheal Arnott
13. **To approve the budget/reserves and precept request for 2022/2023 East Suffolk Council**
The clerk gave an overview of the budget which was discussed at the Finance and Personnel committee meeting on 22nd November 2021.
It was proposed by Councillor Hall and Seconded by Councillor Varela and RESOLVED by all to agree the budget figures of £48,335 for 2022/2023 and agree a 0% increase in the precept meaning a claim of £57,774 from East Suffolk Council. It was also RESOLVED by all that the earmarked funds/reserves shown below could be moved during the year to allow for changing priorities and circumstances.
Earmarked from Reserves
Children's Activities 1,000.00
Neighbourhood Plan 10,648.16
Deepdale Play Area 55,000.00
CIL 9,895.72
Community Hub 28,666.00
The Graylings Community Garden 2,000.00
Play Areas 40,000.00

Queens Jubilee Bench 17,000.00

Queens Jubilee Fete and Activities 10,000.00

Outside Area Community Centre 10,000.00

Total Earmarked 184,209.88

In line with the Reserves policy it was agreed to hold 1 year's precept as a Reserve

14. **To agree that when the National Joint Council figures for clerks salary are agreed it will be backdated to April 2021.**

It was RESOLVED by all to agree to backdate the salary when the new scales were agreed at National level.

15. **To confirm clerks roles and responsibilities**

Community groups need to take ownership of projects and full details and motions brought to council before decisions made.

16. **To consider a complaint from a member of the public about Aveling Way and how the grassed area is managed.**

A response from ESC James Mallinder had been received and next February when the information comes out a report to be forwarded – Clare Varela to work on this with the community in preparation.

17. **To review The Graylings Willow Structures installation day 21st November**

Thanks to Councillors Rachael Arnott, Craig Rivett, Melanie Vigo DiGallidoro for their support on this project. Jo McCallum ESC community's team had offered to meet with Chris Thomas and Rachel English to seek a way forward with the public. Tree planting in January.

18. **To provide an update on the Community partnership social isolation project**

Councillor Chris Thomas and Phil Love from Connected Communities (Suffolk Family Carers) were looking at the possibility of having a 'Meet up Monday' in the Methodist Church once the Scouts have taken it over. Tracey Evans - Later Life - looking for somewhere local which may get involved.

19. **To propose and agree the details of the Annual Christmas Lights competition**

Councillors to go out individually and take photos of their nominations also to be received by Facebook submission and send to the clerk by 19th December who would decide the winner. It was RESOLVED by all to award a small trophy and a £50 donation to a charity of the winner's choice.

20. **To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**

Ryan and Clare to ask about refurb of the Community Centre outside area at next meeting
Location of defibrillators – Jane Heart2Heart – Methodist Church

21. **To close the meeting**

The meeting closed at 8.20 pm

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