



Minutes of Carlton Colville Town Council meeting at Carlton Colville Community Centre, Hall Road, on Wednesday 2nd June 2021.

The meeting started at 7.05 pm.

MINUTES

1. **To Note Members Present and to receive, and note apologies for absence**
Present: Chair Julie Hall, Vice-Chair Jill Tyler, Councillors Ryan Williams, Clare Varela, Chris Thomas
SCC's Melanie Vigo DiGallidoro, Craig Rivett. Allotment Chair David Peek, East Anglian Transport Museum – Tim Major, IMPACT detached Youth – Ian Castro, Neighbourhood Plan chair – Julian Rogers. Members of the Public 1
Absent: Councillors Derek Fletcher, Paul Radforth, Christine Fair, Adam Robertson
Note: The meeting was not quorate.
2. **To receive any declarations of interest regarding the agenda**
Councillor Jill Tyler declared non pecuniary interest as she was part of working party of neighbourhood plan
3. **To consider applications for dispensation**
No applications to be considered as not quorate so decision on Neighbourhood plan sign off deferred until July.
4. **To agree and sign the minutes of the Annual Town Council meeting of 5th May 2021**
Item deferred until July.
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** – Beccles Road Crossing meeting set up. Super fast broadband programme now restarted with new contractor. Fostering and Adoption event to be held.
 - b. **East Suffolk Councillors** – Flood defence work continues. Lateral flow tests to continue to be promoted.
 - c. **Patients Participation Group** at Rosedale Surgery – minutes of the meeting had been circulated.
 - d. **IMPACT Detached Youth** – Young people engaging, Facebook reminder about anti-social behaviour reporting.
 - e. **East Anglia Transport Museum** – Resident issue will be raised with management committee, things picking up now attractions are opened again.
 - f. **Allotments** – request for water tanks but it was decided there was already enough. School has started again but more help is required – David to speak to the school manager about this.
 - g. **Carlton Colville Community Centre** – After clerk discussion with committee members it was noted that from September 2022 more volunteers would be required

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 questions raised.
7. **To consider the sign off of the 1st draft of the Neighbourhood plan before 6 week public consultation**
Julian Rogers Chair of the working party for the Neighbourhood Plan gave an overview and had also responded to questions raised by councillors
ESC Local plan allocation for housing in district adopted plan in March 2019 this identified areas in Carlton Colville being Bell Farm and Oakes Farm for Development have been allocated. This cannot be stopped but can be influenced by a signed off Neighbourhood Plan. The working party has created the first draft to reflect concerns and anxieties from survey to the community in 2019. 4 policies have been included **Design** – attractive have a sense of identity. **Movement** – connectivity - we can't affect the roads etc that's SCC but we can recognise issues and identify pathways and cycle ways. **Community** – school, shops, Country Park on west end of village including a community orchard. **Environment** – preserve hedgerows, trees etc a Biodiversity survey had been commissioned.
Next steps: Forward plan to ESC for comment and then plan a public consultation over the summer. Formal sign off July meeting.
8. **To confirm receipt of internal audit back from SALC discuss and confirm that the recommendations of missing policy had been addressed (see item 15 b) and comments noted**
Internal Audit had been circulated and no questions had arisen
9. **To agree payments for May 2021. List to be circulated prior to meeting**
Spend v budget circulated
Bank Statement and reconciliation for April was signed
It was RESOLVED by all to agree all payments and obtain email authorisation from Councillors Adam Robertson and Christine Fair so payments could be processed.
7 payments totalling £2649.93
10. **To review and agree the Financial Regulations**
Item deferred until July
11. **To confirm notice of public rights of unaudited annual governance and accountability return 14th June – 23rd July 2021 and to confirm that the external audit information had been submitted to the external auditors PKF Littlejohn LLP**
12. **To finalise date of Community Litter pick and confirm attendance of Summer Activities by Councillors**
The event will take place Sunday 13th June 10 am – noon meet at Community Centre, Hall Road Councillors to confirm to Chris Thomas attendance. Clerk to put poster in noticeboards and on Facebook page.

13. **To consider a Safe Spaces Initiative on our Website**
It was agreed to put this onto our website – clerk to investigate
Agreed
14. **To review the Building Survey received from OA Chapman on Bloodmoor Community Centre and agree next steps.**
A Zoom meeting to be arranged to include potential trustees, councillors and Carlton Colville Community centre representative.
15. **Governance:**
 - a) To agree the updated Statement of Internal Control
 - b) To agree the new Reserves policy (following recommendations from Internal Audit)
Item deferred until July
16. **To consider the additional costs and community consultation response on the Friendly Bench and sign the Draft Lease**
It was agreed to look for alternative quotes as the Friendly Bench quote and associated works was proving too costly.
17. **To note that a response had been received from the monitoring officer following complaint at a recent meeting.**
18. **To consider the following planning application:**
Planning Application: DC/21/2130/FUL
Proposal: Erection of residential bungalow and all associated works
Address: Land rear of 55 The Street
Member's consideration points: No recommendation as not quorate.
Modern build doesn't reflect the heart of the village or dwellings which are very close proximity
Shared access from the pub is a concern
Out of character more historic part of the old village
Does not reflect the farm element and needs to be more sympathetic in design
Flooding issues very close
19. **To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**
Councillor Tyler had 2 complaints 1) A Tree causing issues close to Ullswater – clerk had located the owner to be Cooke's farm and had reported this. 2) Bund removal at Ashburnham Way – clerk had written to the landowners for more information as to why it was happening.
20. **To close the meeting**
Meeting closed at 8.45 pm

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