



Town Councillors are summoned to attend the Carlton Colville Town Council meeting at Carlton Colville Community Centre, Hall Road, NR33 8BT on Wednesday 1<sup>st</sup> June 2022 The meeting will start at 7.00 pm. At 8.30 pm there will be a watershed and, if agreed the meeting will continue but it will carry on no later than 9.00 pm.

The Meeting started at 7.00 pm

## MINUTES

1. **To Note Members Present and to receive and approve and accept apologies for absence**  
Present: Chairperson Julie Hall, Vice Chair Rachael Arnott, Councillors Derek Fletcher, Ryan Williams, Chris Thomas, Adam Robertson, Jill Tyler, Clare Varela  
Acceptance of apology for Absence: Councillor Paul Radforth  
Chair of Allotments: David Peek, East Anglia Transport Museum – Tim Major  
Member of the public 1
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 Annual Town Council meeting of 4<sup>th</sup> May 2022**  
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** – Not present
  - b. **East Suffolk Councillors** – Not present
  - c. **Patients Participation Group at Rosedale Surgery** – not present
  - d. **IMPACT Detached Youth** – not present
  - e. **East Anglia Transport Museum** – 50<sup>th</sup> anniversary was very successful. Foundations on new building to be started this month.
  - f. **Allotments** – Annual meeting held 29<sup>th</sup> May reminder of a few issues like maintenance and locking the gate. School ongoing. Over seeing of the Jubilee Bench.
  - g. **Carlton Colville Community Centre** – meeting 31<sup>st</sup> May report to follow.
  - h. **Carlton Colville Community Kitchen and Wildlife Garden** – Story Telling chair now in place. Installed by the Literacy Trust. Rustic Picnic benches installed. Competition to name the chair.
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.*

7. **To adopt the Local Government Association Model Councillor Code of Conduct 2020**  
It was RESOLVED by all to adopt the new Model Councillor Code of Conduct 2020
8. **To agree payments for May 2022**  
List circulated prior to meeting  
It was RESOLVED by all to agree all 12 online payments totalling £11092.20 and 2 direct debits totalling £84.80 – Receipt of £2600 received from Groundwork final grant for Neighbourhood Plan  
Spend v budget circulated  
Bank Statement and reconciliation for April 2022 was duly signed
9. **To consider updated plans for the Queens Platinum Jubilee 2<sup>nd</sup> June 2022**  
All plans in place now meet from 8 am for set up.
10. **To confirm notice of public rights of unaudited annual governance and accountability return 13<sup>th</sup> June – 22<sup>nd</sup> July 2022 and to confirm that the external audit information had been submitted to the external auditors PKF Littlejohn LLP**
11. **To review and agree the Financial Regulations noting Legal Topic Note 87 with new figures for contracts**  
It was RESOLVED by all to agree these
12. **To review and agree the Statement of Internal Control**  
It was RESOLVED by all to agree this
13. **To receive an update from the ESC Carlton Colville, Kessingland and Southwold Community Partnership – Councillor Chris Thomas**  
Presentation of data across the partnership area high % of depression at Rosedale Surgery- data slides to be shared with the councillors. Chris Thomas presented around social isolation and a 'community chin wag' will be held at Uplands Community centre in association with Connected communities for 12 months funded starting 1<sup>st</sup> July 2022 for over 65's.
14. **To confirm receipt of internal audit back from SALC discuss and confirm that the recommendations and comments will be dealt with. Also to record that the 2020 – 2021 precept figure from ESC was actually £57487.55 not as previously requested as there was an extra payment for Covid.**  
This had been circulated and no questions were raised.
15. **To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**  
Tree Survey for St Peters Church – costings to be received and considered
16. **To close the meeting**  
Meeting closed 20.15

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