



Minutes of Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 6th December 2023.

The meeting started at 7.00 pm.

MINUTES

1. **To Note Members Present and to receive and approve apologies for absence**
Present: Chairperson Rachael Arnott, Councillors Derek Fletcher, Julie Hall, Ryan Williams, Amanda Clarke, Chris Thomas, Adam Robertson, Paul Radforth
Suffolk County Councillor Melanie Vigo DiGallidoro, East Suffolk Councillor Myles Scrancher. Chair of Allotments David Peek
Members of public 2
Apologies received and approved: Vice Chairperson Clare Varela, ESC/SCC Councillor Craig Rivett, East Anglia Transport Museum Tim Major
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 1st November 2023 and the Finance & Personnel Committee meeting 22nd November 2023**
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 – Report Circulated
 - b. East Suffolk Councillors – Coastal erosion Pakefield cliffs still quite dangerous. “Our Vision” strategy debated at Full Council and went through on chairman’s vote.
 - c. Patients Participation Group at Rosedale Surgery – minutes of AGM and meeting circulated – send info of Community Cuppa to secretary
 - d. IMPACT Detached Youth – not present
 - e. East Anglia Transport Museum – not present – update Two further trams have arrived, one from Blackpool to help out whilst building works are carried out there and one from Glasgow. Ride The Lights for December including carols at the crib 16th Dec 6 pm
 - f. Allotments – Everything running fine. Congratulations to David and helpers for recent Lowestoft in Bloom award at the school
 - g. Carlton Colville Community Kitchen and Wildlife Garden – Myles still to find out about extra strong protection for trees. Clerk to send email to allotment waiting list about help at the garden

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
7. **To agree payments for November 2023**
List to be circulated prior to meeting
It was RESOLVED by all to authorise the 8 online payments totalling £9953.06 and 2 direct debits totalling £68.93
Spend v budget circulated
Bank Statement and reconciliation for October 2023 signed
8. **To receive an update on Flooding**
Craig had updated the residents on the Street that MP Peter Aldous was aware and chasing the situation and Craig had also written to the Cabinet Member with responsibility to see if he could push forward the project.
9. **To propose that in May next year the meeting date is changed from 1st to 8th May**
It was RESOLVED by all that the meeting date could be moved as stated
10. **To agree to Join Lowestoft Archive Service**
It was RESOLVED by all that the joining fee would be paid
11. **To approve the budget/reserves and precept request for 2024/2025 from East Suffolk Council**
It was proposed by Councillor Hall and Seconded by Councillor Williams and RESOLVED by all to agree the budget figures of £57,835 for 2024/2025 and agree a 0% increase in the precept meaning a claim of £57836.39 from East Suffolk Council, given the current climate and cost of living crisis this seemed fair. £21.68 would be the charge for each Band D property 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 | |
| Childrens Activities | 5,000.00 |
| Neighbourhood Plan | 6,142.96 |
| CIL | 3,480.21 |
| Community Hub | 22,156.74 |
| The Graylings Community Garden | 1,440.00 |
| Play Areas | 12,979.54 |
| Queens Jubilee Bench | 4,000.00 |
| Outside Area Community Centre | 23,000.00 |
| Fabric maintenance Community Centre | 20,000.00 |
| New Notice Board | 2,000.00 |
| | 100,199.45 |
- In line with the Reserves policy it was agreed to hold 1 year's precept as a Reserve

12. **To agree that the new National Joint Council figures for clerks salary will be backdated to April 2023 as per her contract**
It was proposed by Councillor Radforth and seconded by Councillor Robertson and RESOLVED by all that the clerks salary increase should be applied from 1st April 2023
13. **To submit any comments on the consultation of the Construction and operation of a new food waste building and other associated site infrastructure – Hadenham Road**
No comments were submitted
14. **To submit any comments under Regulation 14 of Lowestoft Neighbourhood Plan**
No comments were submitted
15. **To submit any comments regarding Litter Bin and Dog Waste Policy – East Suffolk Council**
No comments were submitted
16. **To update on the Jubilee Bench**
A local landscaping contractor had met with Clare, Clerk and David Peek to discuss repairs to the foundations and 2 large planters. The 2 smaller planters would be reused on either the allotments or Community Garden. A metal bench would be installed also.
It was RESOLVED by all that the project should be done and works would be carried out in the Spring
17. **To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda**
Community Centre AGM had taken place and many main hirers were represented. Ryan and Clare stepped back from main rolls Jason Harwood and Keri Clements have taken Chairperson and Secretary role. Ryan, Clare and Rachael will continue on committee as Trustees and will monitor governance and operations. Electricity costs are an issue. Clerk looking into funding for Energy Assessment and Solar. Cost for Floodlights works were £2000 to be discussed at a later date.
A reminder to send in entries for Christmas Lights competition by 18th December.
18. **To close the meeting**
19.52

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