



Minutes of Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 7th June 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, Vice Chairperson Clare Varela, Councillors Julie Hall, Chris Thomas, Adam Robertson, Ryan Williams, Paul Radforth, Derek Fletcher, Amanda Clarke
East Suffolk Council Myles Scrancher, Craig Rivett (also Suffolk County Councillor)
East Anglia Transport Museum Tim Major, Chair of allotments David Peek, Volunteer Co-ordinator Greener Growth – Kate Evans
Members of public 1
Apologies received and approved: Derek Fletcher, Melanie Vigo DiGallidoro
Thanks to Julie Hall for all her services as the Chairperson over the past few years and her continued service as a Councillor.
- 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 10th May 2023**
To agree and sign the minutes of the Planning Committee meeting
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 – More money for libraries £720,000 per year. Reminder on recycling so no bag blacks/nappies etc in recycling bin. Letters out soon to residents about Beccles Road Crossing.
 - b. East Suffolk Councillors –Myles Scrancher offered his congratulations on the Family Fest
 - c. Patients Participation Group at Rosedale Surgery – Waiting for the report will circulate when receives
 - d. IMPACT Detached Youth – not present – Craig to visit the Dales play area
 - e. East Anglia Transport Museum – Busy since opening and further work continues.
 - f. Allotments – Borrow Close and school both going well. Strimmer and Rotavator, 28th June invites to school to look around the outdoor learning space.
 - g. Carlton Colville Community Kitchen and Wildlife Garden – Kate Evans volunteer co-ordinator for Greener Growth attended and introduced herself, Pond Planting has been most recent work done. Wednesday 10th June strimming and new picnic bench to be

installed. Tap has got double security now so hopefully stop vandalism. Get Suffolk Reading to discuss story trail.

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 May 2023**

List to be circulated prior to meeting

It was RESOLVED by all to agree all 12 payments totalling £10560.42 and 2 direct debits totalling £74.24

Receipts of £38.67 For allotment rent and for refund of faulty Tiller for school allotment £301.73 had been received.

Spend v budget circulated

Bank Statements and reconciliations for April and May 2023 were duly signed

8. **To confirm notice of public rights of unaudited annual governance and accountability return 5th June – 14th July 2023 and to confirm that the external audit information had been submitted to the external auditors PKF Littlejohn LLP**

9. **To consider installing a dog waste bin on walkway between Ashtree Gardens and Deepdale**

It was RESOLVED by all to install a multi-waste bin

10. **To review and agree the Statement of Internal Control**

It was RESOLVED by all to agree this for year ending March 2024

11. **To review Carlton Colville Family Fest 2023**

The town council expressed their thanks to East Anglia Transport Museum for the bus service which proved very popular. This event was deemed to be a success with lots of families attending and enjoying the entertainment provided. It was decided to do the next event inside the hall maybe a quiz night. Monies raised would split between the Scouts, Fritton Owl Sanctuary, Angels & Rainbows, Cat Angels, East Coast Community Choir, Army Cadets and Kitcheners.

12. **To confirm receipt of internal audit back from SALC discuss and confirm that the comments will be dealt with.**

Financial Regulations changed, noted comment about minutes to show actual figures being approved so that there is clarity on the budget, precept and implications for Band D council tax, Publish quarterly expenditure over £500, details of contracts that exceed £5000, details of grants issued.

13. **To consider an upgrade of play equipment at Carlton Colville Community Centre**

Clerk to investigate the durability against arson/fire/vandalism for wooden equipment. Quotes to be obtained.

14. **To review and agree updated Financial Regulations**

In accordance with the Parkinson Partnership notice of 30th January 2023 the Procurement Thresholds have increased from £25,000 to £30,000 for Public Contracts Regulations 2015 and these have been amended and accepted.

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

None

16. **To close the meeting**

Meeting closed at 7.50 pm

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