Minutes of the Carlton Colville Town Council meeting at Carlton Colville Primary School, Gisleham Road, NR33 8DG on Wednesday 5th June 2024.

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, Paul Radforth, Adam Robertson, Ryan Williams, Derek Fletcher
   Suffolk County Councillor Melanie Vigo DiGallidoro,
   East Anglia Transport Museum Tim Major, Chair of Allotments David Peek
   Members of the Public 4
   Apologies Received and approved Councillor Amanda Clarke, East Suffolk Councillor Myles Scrancher

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 8th May 2024**
   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 – The road dip in Hall Road had been repaired, however this did not seem to be the thorough investigation that was suggested.
   b. East Suffolk Councillors – not present - however Craig Rivett was present as a member of the public now he had resigned. The Chairperson expressed the Town Council's gratitude for all the help, support and time given to the community by Craig whilst in office for the District and County and wished him well in his future career.
   c. Patients Participation Group at Rosedale Surgery – POD finishes next meeting to be confirmed as clashes with General Election
   d. IMPACT Detached Youth – Ian popped in before the meeting to say that on their rounds that night it was great to see so many skateboarders using the skatepark. IMPACT services will continue
   e. East Anglia Transport Museum – Oulton Broad signal box to be moved 16th June and season progressing well.
   f. Allotments – Raised Beds almost ready to be let. School ongoing with Lowestoft in Bloom expected soon.

g. Carlton Colville Community Kitchen and Wildlife Garden – Ongoing onions to be picked and lots of plants growing. Complaint about trees being looked at. Positive interest from young people during half term.
h. Carlton Colville Community Centre – Potential new hirers, outside painting done, notice board to go up.

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.
Scouts looking for trustees.
Craig Rivett thanked the Town Council for his time with us

7. **To agree payments for May 2024**
List to be circulated prior to meeting
It was RESOLVED by all to pay all 7 online payments totalling £15440.79 and 2 direct debits totalling £87.25
Receipts of £504.90 Grant for tree guards from ESC and allotment subs totalling £141.90
Spend v budget circulated
Bank Statement and reconciliation for April 2024 were duly signed

8. **To receive an update on Flooding**
No District Councillor present

9. **To consider and agree proposed payments for:**
The installation of Smoke Detectors at Carlton Colville Community Centre approx. £3200
An additional Waste Bin at the Skatepark in Carlton Meadow Park approx. £750
Solicitors costs for reviewing the Plug In Suffolk Contracts for EV Charging points at the community Centre approx. £550
- General Power of Competence Localism Act 2011 ss 1-8
It was RESOLVED by all to agree to go ahead with all these items.

10. **To consider and review the new Financial Regulations as issued by NALC**
It was RESOLVED by all to agree and accept the new Financial Regulations that had been tailored to the Town Council.

11. **To confirm notice of public rights of unaudited annual governance and accountability return 3rd June – 12th July 2023 and to confirm that the external audit information had been submitted to the external auditors PKF Littlejohn LLP**

12. **To confirm receipt of internal audit back from SALC**
The report had been received and no actions were required

13. **To agree the Statement of Internal Control for 2024/2025**
It was RESOLVED by all to agree this for year ending March 2025

14. **To consider a request for a donation to Waveney Hygiene Bank**

It was decided that no donation would be given for the current financial year and that feedback would be suggested if a reapplication was done in the future to provide evidence of location of and amount of recipients.

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

Resident reports

Some anti-social behaviour had been observed in the brick bus shelter in Lowestoft Road – advise resident to contact police if witnessing this.

Play parks at Kingswood and Staplehurst close need attention. Information to be obtained from the owners of the parks East Suffolk Council.

Replacement bin in Ranville top end near memorial requested to replace one that was removed.

16. To close the meeting

The meeting closed at 7.46 pm

Signed……. Date……..