

Oulton Parish Council

Minutes of Parish Council Meeting held on Tuesday 7th March at 7.00pm in Oulton Community Centre

Parish Councillors (4) present	Jenny Hinton (Chairperson), Vinny Ainley, John Sarbutt, Peter Bryant, Maureen King, Pauline Robinson & Hilary Sarbutt
County Councillors	Keith Robinson
District Councillors	Andree Gee, Keith Robinson
Also in attendance	Rebecca Morris (Clerk)
Members of the public	3

The Chair welcomed everyone to the meeting

To receive and approve apologies for absence

Apologies were received and accepted from Cllr E Back, Cllr T Knights and Cllr R Hinton

To receive any declarations of interest from Members & consider requests for dispensations

Cllr Jenny Hinton Trustees of Oulton Community Centre, Cllr M King & Cllr P Robinson

To approve minutes of the Parish Council meeting held on 7th February 2023.

The minutes of the meeting held on 7th February 2023 were agreed after a proposal by Cllr Maureen King and second, Cllr J Sarbutt all in favour. The minutes were signed by the Chairperson.

Minutes from last meeting regarding James Mallinder and Cllr J Sarbutt need amending. Wording was incorrect and should have said "grass needs cutting at least twice a year"

Adjournment for Public Participation (15 minutes allowed for)

Member of public asked if there is an update for 2nd SID post in Oulton Street, outside The Blue Boar. Application must be made to highways by OPC. Cllr K Robinson will forward a form for completion.

Reports from:

- **Parish Clerk:**
I have successfully completed my first 2 Clerk Training modules
New lanyards have been collected and distributed.
Sent letter to James Mallinder on behalf of Cllr J Sarbutt, have had no response to date.
Have ordered bulbs "East Suffolk Council Bulb Scheme 2023" These will be issued in November.
Confirm that we are cancelling NPTS subscription in favour of SALC, although I have emailed NPTS to ask if we can postpone renewal until after the elections.
Appraisal has been completed and 3 month probationary has come to an end.
- **County & District Councillor Keith Robinson:**
Suffolk is experiencing a surge of illegal tobacco and vapes.
New highways contract to start in October. Although at present, all diversions are preventing roads from being repaired.
98% of children have been accepted into their chosen schools.
50% of our fire engines will be replaced this year for more modern and efficient vehicles.
- **District Councillor Andree Gee:**
Cllr A Gee has been part of a controversial planning issue.
Chairman of ESC is having her departure reception at South Pier Pavilion next week.
Oulton Broad Parish have The Broads Authority attending meeting at museum.
- **Oulton Community Centre:**
New constitution is being drawn up. Original was written in 1975 and very outdated. This will be approved by charity commission, at a total cost of £3,000.
New road marking have been done in car park.
New signs have been purchased. These parking signs are to ask non community centre users from parking on the car park.

- **St Michael's Church & Oulton Pools Trust:**

Cllr J Hinton had her meeting with Rev Helen Jary. Rev Helen will issue a ecclesiastical boundary map to show scale.
Cllr J Hinton is attending lunch at St Michael's church in aid of the bishops lent appeal fund.
Next meeting with church is in 3 months time.

Highways & Planning

- **To receive new planning applications and make comment**

DLB491158326 – Dog Bin on Fishers Row has been damaged, has been reported to East Suffolk Council.

DC/23/0678/FUL- 3 new homes on Union Lane – Cllr J Sarbutt not satisfied with the traffic management. Roundabouts should be put in at cost of developer. Cllr J Hinton not happy with loss of hedges.

DC/23/0665/FUL – Hobart Close. No issue

DC/22/4993/FUL – Public planning meeting 4th April 2023 @ 7pm Oulton Community Centre. Presentation from Andy Oldman representatives. This to be held as a planning meeting and not part of Parish Council meeting. Information to be posted on Oulton Parish Council webpage.

- **No new applications as all for Norfolk**

Finance: Income & Expenditure as at 28th February 2023

Unity Current Account - £32,057.95
Instant Access Account - £30,185.09
Instant Access Account - £34,050.83

Total amount held = £96,293.87

Payment Schedules

Payee	Value	Description
Clerk Salary	356.73	February 2023 Salary
NPTS	£48.00	R Hinton Planning Training
Oulton Community Centre	£20.00	February 2023 Monthly meeting Room Hire
Total	£ 424.73	

To agree payment of invoices and other expenses

£59.99 paid for Microsoft 365 Renewal on Parish Council laptop – 1st March 2023

- Payments – Proposed by Cllr J Hinton second by Cllr J Sarbutt – All approved
- To consider any Grant Applications – Application sent to Mary & John Hunt, St Michaels Church. The application will be sent to Cllr R Hinton for consideration.
- SARS Appeal, to be refused as does not meet our criteria.
- To arrange audit of Parish Council accounts. LP to be contacted for guidance regarding procedures.

To receive an update on Oulton Neighbourhood Plan:

Referendum approved unanimously by East Suffolk Council and approved by Broads authority too.
Neighbourhood plan no longer draft and will be amended by Louise Cornel CCP.
Print off plan and put in OCC Lounge for public to view.

Parish Council Elections & Annual Parish Council Meeting:

Thursday 16th March is first day to deliver nomination papers. Must make appointment with Tim to have your nomination papers checked.

Tuesday 4th April, deadline for appointment.

Only 6 standing as Cllr M King and Cllr P Robinson are stepping down.

9th May 2023 Annual Parish Council Meeting to sign office forms of acceptance.

Invite Matthew from Woods Meadow Country Park to Annual Parish Meeting 19th May 2023. Buffett to be ordered.
Fees have been waived for Kings Coronation street parties.

To receive an update of the purchase of assets using CIL money:

Single bay swing - 2 junior flat seats supplied and installed with safagrass matting. 2.4m Two Seat Swing - Sutcliffe Play. Similar to those on Royal Green, for Brendon Way – approx. £4200.00. Agreed by all councillors.

Village gate signs, agreed on white picket fence with small sign "Welcome to Oulton Village and please drive carefully" £1200.00 each. Agreed by all councillors.

Fido dog bin - Supply and fit bin to existing post (Union Lane) – supplied and install £171.79. Additional £39.39 for metal liner. Agreed by all councillors.

Empty top of old water tank of dog waste bags – (Union Lane to fields) cleansing to clear waste, FM to attend and fill with post mix to prevent further use (allowed for 10 bags) – £190.20. Agreed by all councillors.

Personnel Committee.

The Chairman of Personnel Cllr P Bryant, gave a report on their meeting to assess the Clerk R Morris. After completing her probationary period, she was awarded a new payscale and a new contract of employment.

To receive updates from individual Council Members (for information only).

The Limes - no progress regarding Ranger Chris Ryder. Horses are having to be taken out on the road to get to fields. This is an accident waiting to happen. The planning inspectorate is dealing with an appeal, lodged by the horse riders and the outcome is expected soon. Persimmon not acknowledging the bridleways. Although Waveney District council agreed all pathways to be shared bridleways.

Large gate has been removed from Long Field Path. Bushes have also been cut down. No access for horses at all now.

Letter to planning. Ask for income and expenditure section 106 monies earmarked for on Woods Meadow Development.

Parish Clerk probationary period ended and to notify SALC of pay increase from 28th February 2023
Policy documents to be reviewed and re-issued.

Chase CIL Training for Cllr V Ainley and Cllr H Sarbutt – 23rd March 2023.

To receive any items for inclusion on the next agenda (for information only)

Public meeting Tuesday 4th April 2023 @ 7.00 pm in Oulton Community Centre.

To confirm date of the next Parish Council Meeting as Tuesday 9th May 2023 @ 7.00 pm in Oulton Community Centre.

To confirm date of the next Annual Parish Council Meeting as Friday 19th May 2023 @ 7.00 pm in Oulton Community Centre.

The meeting closed at 20.33

Everyone was thanked for attending.