

Oulton Parish Council

Minutes of Parish Council Meeting held on Tuesday 5th March 2024 at 7.00pm in Oulton Community Centre

Parish Councillors (7) present	Jenny Hinton (Chairperson), John Sarbutt (Vice Chair), Peter Bryant, Peter Collecott, Robin Hinton, Tony Knights & Hilary Sarbutt
County Councillors	
District Councillors	Andree Gee
Also in attendance	Rebecca Morris (Clerk)
Members of the public	4

The Chair welcomed everyone to the meeting.

To receive and approve apologies for absence

Apologies were received and accepted from Cllr J Illingsworth, Cllr E Back & Cllr K Robinson

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

Cllr T Knights declared a non-pecuniary interest as Trustee of Oulton Community Centre.

To approve minutes of the Parish Council meeting held on 6th February 2024.

The minutes of the meeting held on 6th February 2024 were agreed after a proposal by Cllr P Collecott and second, Cllr R Hinton all in favour. The minutes were signed by the Chairperson.

Correction of minutes from 6th February 2024 - Pg 47, should have read "a 3rd SID camera to enable 1 to remain in situ on Sands Lane"

Adjournment for Public Participation (15 minutes allowed for)

This provides an opportunity for members of the public to raise questions and comment on items on the agenda before the Council makes decisions.

Establish meeting date for Weight Limit Working Group, Clerk to email Wayne Saunders at Suffolk Highways to ask if and when he is available to come along.

Reports from:

- **Parish Clerk:** Skills sharing session, we discussed this before Christmas, and we never took it any further. Can we potentially get something diarised? Clerk to book in a Thursday afternoon in the lounge at OCC, 13.30 – 15.00.
Moving on from skill sharing, are there any training courses, anybody would like booking on to? Clerk to email Cllr J Illingsworth.
Clerk to looking into a group training session.
Booked onto website training course Wednesday 20th March 2024
Community Self Help Scheme. I will see if we can facilitate a "site visit" instead of travelling to Bury St Edmunds. If this is not possible, we may have to pull out and Suffolk County Council will have to do our work.
Clerk to book councillors and herself on to Defibrillation Training.
- **Review Policy Documents Circulated:** Asset Management / Data Protection / Finance Regulations / Grant Awarding / Retention of Documents / Risk Asset / Privacy & Data Protection Committee Policies
Clerk to PDF and send Cllr P Bryant to update the webpage. All policies agreed Cllr R Hinton proposed, second by Cllr T Knights
- **Roles & Responsibilities:** All in agreement. List to be updated, circulated and put on Parish Website
- **Chairmans Report:** AGM beginning of May 2024. Annual Parish Meeting, to be booked for a Friday evening in May (2nd week). Chairman would like Cllrs P Bryant & T Knights to do a Newsletter sometime in April, so we can advertise the meeting. Cllrs have been asked to do an article to put in Newsletter and send to both Peter and Tony. Along with pictures of things we have purchased recently. 1000 copies should suffice.
- **County Councillors:** Nothing to report, although it has been agreed to not put Cllr K Robinson newsletter on our website, as it's not party neutral.

- **District Councillors:** Last month full council meeting to discuss and approve budget for 2024/2025. Approved unanimously. East Suffolk Council has not increased Council Tax as high as Suffolk County Council.
Cuts have been made as £75 million was needed to fund Adult & Social Care and SEN pupils. Although extra funding has been found elsewhere for the Arts, which had previously been cut. Tour of Felixstowe Port has been arranged.
Final part of Gull Wing has arrived in Lowestoft. Bridge may open late spring, early summer 2024. Very disappointing that plans for the flood defence in Lowestoft have been halted.
- **Oulton Community Centre:** New Constitution was adopted. Temporary Trustee was put in place.
- **St Michael's Church & OPT:** Chairman and Vice Chair have been invited to the Bishops lunch. All fundraising will go to children's charities. OPT boundary will not be changed, although if anyone is suffering, Bryn Storeton-West can be contacted and he will arrange a visit.

Planning

- **To receive new planning applications and make comment - DC/24/0708/FUL - 12 Bosquet Close, Oulton, Lowestoft, Suffolk, NR32 4WU – Side, single story extension. New in today. Cllr J Sarbutt has no objections.**
- **To receive results and updates on outstanding applications – Letter to go to Planning, include Daniel Kinsman, regarding Birch Close development. Cllr J Sarbutt believes road is not large enough to accommodate another 83 homes. Would like a site meeting. Cllr A Gee would like to attend too.**

Finance: Income & Expenditure as at 29th February 2024 received.

Payment Schedules

Payee	Value	Description
Oulton Community Centre	£20.00	February 2024 Room Hire – OCC1396
Clerk Salary	£611.00	Salary February 2024
Norfolk Parish Training	£291.06	Subscription 2024/2025
R Morris	£59.99	Microsoft 365 Annual Subscription
R Morris	£104.98	Norton Security Annual Subscription
Total	£1087.03	

Income Received – Nothing to report.

To agree payment of invoices and other expenses: Payments – Proposed by Cllr J Sarbutt second by Cllr H Sarbutt – All approved.

To consider grant applications: Bonds Meadow Community Association. They would like to increase Environmental diversity. Requested £600.00 to purchase some tools, bird boxes and fencing. All in agreement. Proposed Cllr J Sarbutt, second by Cllr H Sarbutt

To receive an update of the purchase of assets using CIL money: Cllr H Sarbutt, has quote to resurface carpark at St Michael's Church. £10,153.60 (ex VAT). Permission to be obtained from the diocese first, before we can go ahead. Cllr A Gee would be happy to donate from her Enabling Budget, from 1st April 2024. Cllr E Back to be asked to. Clerk to email both Cllr A Gee & Cllr E Back to ask formally. Additional funds to come from Oulton Parish Council CIL Funds.

Somerleyton Road bench, the location has been determined. Quote has been received for £1421.18 (inc VAT). All agreed. Clerk to email ESC and ask to proceed.

To discuss working group 7.5t weight limit: Clerk to email Wayne Saunders at Suffolk Highways, to ask if he would attend. Dates to be obtained from him and emailed to working group members.

To discuss road safety: Locations are unsuitable, therefore extra SID camera northside of Oulton Street are not possible. They can't be put in Somerleyton Road either, as they cannot get enough clearance space on the pavement Cllr A Gee has offered funding if we would like a 3rd SID Camera.

To receive updates from individual Council Members (for information only): Cllr R Hinton, measured pothole on Meadow Road. He has called Suffolk County Council. Apparently, there is an 8 week wait for this to be repaired. Highways have been informed, hoping this to be resolved quicker than that.
Cllr J Sarbutt has had a meeting with Simon Walker, at Jenkins Green. Simon is going to try and get some funding to help with the pond. Cllr A Gee has offered funding from her Enabling Budget.
Cllr T Knights presented SID camera results.- Wood Lane, 3 week period, average speed 30mph, top speed 50mph. Sands Lane, 4 week period, average speed 30mph, top speed 71mph (could be emergency services)

To receive any items for inclusion on the next agenda (for information only) Working Group 7.5t Weight Limit

To confirm date of the next Parish Council meeting as Tuesday 2nd April 2024 @ 7.00 pm in Oulton Community Centre.

The meeting closed at 20:49

Everyone was thanked for attending.