

Minutes of Parish Council Meeting held on Tuesday 7 September 2021 at 7.00pm in Oulton Community Centre.

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| Parish Councillors (6) present | Jenny Hinton (Chairperson), Peter Collecott, Robin Hinton, Tony Knights, John Sarbutt, Paul Keyte |
| County Councillors | Keith Robinson, Eddie Back |
| District Councillors | Keith Robinson, Andree Gee, Eddie Back |
| Also in attendance | Carla Petersen (Clerk) |
| Members of the public | 2 |

1. To receive and approve apologies for absence

None.

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

Cllr Robin Hinton Suffolk Wildlife Trust and Oulton Community Centre. Cllr Knights Oulton Community Centre. Chairperson Suffolk Wildlife Trust and Oulton Community Centre.

3. To approve minutes of the Parish Council meeting held on 6 July 2021.

Accepted as accurate. Proposed by Cllr Robin Hinton and seconded by Cllr Knights.

4. To ratify all decisions made at the Parish Council meeting held on 6 July 2021

All decisions made at the Parish Council meeting on 6 July 2021 were ratified. Proposed by Cllr Robin Hinton and seconded by Cllr Knights.

5. Adjournment for Public Participation (15 minutes allowed for)

The members of the public raised concerns about the speed of traffic on Oulton Street. The Chairperson advised the members of the public that the Parish Council had met with the Police two weeks ago to discuss this ongoing problem. The Police confirmed that if the speed was increased to 30 mph, they could monitor the speed of the traffic. County Cllr Keith Robinson has been advised that Oulton Parish Council would like the speed increasing to 30 mph and the early stages of this process have been started.

6. Reports from:

- **Parish Clerk:** Report circulated to Councillors before the meeting. The Clerk had just received a quote for the three noticeboards which are to be purchased using CIL money. An example of the noticeboard was viewed online. It has already been agreed that noticeboards will be installed in Lime Avenue, Jenkins Green and next to the telephone box at Camps Heath. The quote was considered to be very reasonable and accepted. Clerk to action. Clerk report accepted as accurate. Proposed by Cllr Sarbutt and seconded by Cllr Robin Hinton.
- **County Councillor Keith Robinson:** Circulated monthly newsletter. Woods Meadow Country Park will be allocated 7 oak trees next year for the Jubilee. The PC asked if it would be possible to have an oak tree for Holly Hill. Clerk to put a request in writing for consideration of another oak tree. Reported that he had attended a meeting at a doctors recently and progress is being made with the new Medical Centre at Woods Meadow.
- **County Councillor Edward Back:** Confirmed that it has been very quiet. Completed and submitted the Enabling Communities Budget grant application for funding of a bench at the Dutch Tea Gardens.
- **District Councillor Keith Robinson:** Confirmed that it has been very quiet.
- **District Councillor Edward Back:** Confirmed that it has been very quiet.

- **District Councillor Andree Gee:** Oulton Parish Council thanked District Cllr Andree Gee for her help with funding for the defibrillator which will be installed in the telephone box at Camps Heath.
- **Neighbourhood Plan Working Group:** The Chairperson reported that the Neighbourhood Plan is doing splendidly. The draft plan has been submitted to ESC. On 16 October 2021 a day event is being held in Oulton Community Centre 11.00 am to 5.00 pm. The event will give residents the opportunity to view the draft plan and ask members of the Working Group any questions. Banners will be purchased to advertise the event. A Police Street Meet has been arranged on the same day 10.00 am – 1.00 pm. The next issue of the Oulton Messenger will be distributed at the end of September 2021. Letters will be sent to landowners next week.
- **Oulton Community Centre:** The recent AGM went very well, and an Executive Committee was appointed. The buffet was delicious. The first meeting of the Executive Committee is on 10 September 2021.
- **St Michael's Church:** The Chairperson reported that she will be attending her first meeting with them on 8 September 2021.

7. Highways:

- **To receive a report on outstanding highways issues**

County Cllr Keith Robinson handed out a map showing the proposed 40 mph speed limits in Oulton Division and Lothingland. When he was elected 5 years ago, he promised to address the speed limits and has been working on this project since election. The next step is the proposed speed limits in Suffolk and Norfolk need to be advertised. A copy of the map will be uploaded on the parish website and will be displayed at the Consultation event on 16 October 2021.

Cllr Robin Hinton reported that a lorry had recently taken out the power cables due to the cables being too low. This caused a power cut in the area. Whilst the repair works were being carried out people were getting out of their cars and moving the cones instead of following the diversions. The police were called, and temporary traffic lights were then set up.

Cllr Knights reported that there are some residents on Fallowfields who want more speed humps installed and others who want them removed.

- **To receive Speed Indicator Device (SID) results**

Cllr Knights had prepared a PowerPoint presentation showing the latest SID results and it was shared with those attending the meeting. The Chairperson thanked Cllr Knights and Cllr Robin Hinton for looking after the two SIDs, preparing the reports and doing a wonderful job. Due to all the traffic the SID battery has to be changed every two weeks. There has been no further progress with new sites for the SID.

8. Planning

- **To receive new planning applications and make comment**
None.
- **To receive results and updates on outstanding applications**
None.

9. Finance:

- **To receive the income and expenditure figures as at 31 August 2021** – It was noted.
- **To note the bank balance as at 31 August 2021** – £64000.37
- **To note receipts** –
 - East Suffolk Council Enabling Communities Budget grant for defibrillator at Camps heath £1795
- **To consider any grant applications** – None
- **To approve payments.**

It was agreed that the following would be paid as soon as the invoices have been received for the following: Community Heartbeat Trust £2154.00, Noticeboards Online Ltd £2790.00 and Broads Authority £481.20. Should the invoices be received before the next meeting payment will be raised to enable quicker processing of the purchases. Proposed by Cllr Knights and seconded by Cllr Robin Hinton.

| Payee | Value | Description |
|-------------------------------|-----------------|-------------------------------------------|
| HMRC | £36.70 | Income Tax & NIC |
| Mrs C Petersen | £1732.95 | Salary, administrative expenses & mileage |
| Nest Pensions | £44.24 | Contributions |
| Collective Community Planning | £1200.00 | Neighbourhood Planning |
| Community Action Suffolk | £255.90 | Insurance |
| Oulton Community Council | £150.00 | Installation of broadband socket (CIL) |
| Total | £3419.79 | |

10. To receive an update on the Councillor vacancies to be filled by co-option.

Four people so far have shown interest in becoming a Councillor. They will all be invited to attend the next PC meeting.

11. To receive an update on the purchase of assets using CIL money.

Progress has been made with some of the benches. The bench at the playing field has been installed. The benches at Holly Hill should be installed very soon. The bench at the Dutch Tea Garden will be ordered only after the grant application has been agreed. The bench at Brendon Close has been ordered but is still waiting for a licence. The noticeboards were discussed at item 6 of the Parish Clerk Report. The bins by the Village Sign and on Lime Avenue are in hand with Norse. The items to be installed at Camps Heath – the noticeboard, bench, and a planter (made by a resident) will need a licence costing £99. The noticeboard at Jenkins Green and Lime Avenue requires planning permission.

12. To receive an update on the telephone box at Camps Heath.

The replacement panels have been installed and the crest has been painted gold. The ground will need to be cleared before installation of the benches and the noticeboard.

Cllr Collecott left at 8.35 pm.

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

Cllr Knights reported that the next newsletter is almost complete and will feature a pumpkin carving and a flower competition. The winner of the children's drawing competition in the last newsletter will be presented with her prize shortly.

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

Goal nets, bin on Meadow Road towards Stirling Close, litter pick equipment.

15. To confirm date of the next Parish Council Meeting as Tuesday 05 October 2021 @ 7.00 pm in Oulton Community Centre.

Confirmed.

The meeting closed at 8.55 pm.

Everyone was thanked for attending.