

Kelsale-cum-Carlton Parish Council
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MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
30TH NOVEMBER 2016 AT 7:00PM IN KELSALE VILLAGE HALL, COMMITTEE ROOM

Present:	Cllr Alan Revell (Chairman)	Cllr Ray Ellis
	Cllr Pam Garratt	Cllr Edwina Galloway
	Cllr Susan Major	Cllr Tim Roberts
	Cllr David Baker	Cllr John Pulham
	Cllr Claire Buttle	Cllr Carolyn Taylor

In attendance: District Cllr John Fisher & County Cllr Gower. There was 1 member of the public present.

Welcome by the Chairman

10328. Public Forum

The member of the public present stated he had attended the meeting in order to stand for the current vacancy on the Parish Council.

10329. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower reported on the proposed devolution scheme and advised that many were not in favour of the proposed new tier of government to which he gave details. He stated that in respect of Stage 2 of the Sizewell C Consultation that he felt it was essential for him to capture the views of the Parish Council in order so that he could share these with surrounding Parishes. The Chairman thanked County Cllr Gower for his report.

(b) Report by District Cllr John Fisher

District Cllr Fisher reported on the proposed merger between SCDC and Waveney District Council and also provided details on the recent vote held by SCDC in respect of the proposed devolution scheme. The Chairman thanked District Cllr Fisher for his report.

(c) Report by District Cllr Philip Dunnett

District Cllr Dunnett was not present. No written report had been submitted.

The Chairman formally opened the meeting at 7:15pm

10330. To receive apologies for absence

Apologies were accepted from Cllr Dickerson.

10331. Declarations of Interest

There were none.

a) To consider any dispensations

None received.

10332. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 26th October 2016

The draft minutes of the Parish Council meeting held on Wednesday 26th October 2016 had been circulated to all Councillors prior to the meeting. Subject to a minor amendment these were Proposed for **Approval** by Cllr Garratt, Seconded by Cllr Pulham. **6 in Favour, 4 Abstentions**. The minutes were duly signed by the Chairman as a true record.

10333. Parish Clerk's Report

Further to the October Parish Council meeting whereby Cllr Garratt made enquiries regarding the replacement chairs for the Village Hall I can confirm I have now looked into this matter and unfortunately District Cllr Dunnett mislaid the ECB funding application in which I submitted to him and therefore the funding for these has not yet been applied for. District Cllr Dunnett has asked me to resend this to him and also include Will Gibson who co-ordinates the processing of these applications in order so that this can be approved swiftly.

Parish Clerk's Report cont....

As soon as I received confirmation that funding has been approved I will order the replacement chairs.

I will continue to chase SC Highways regarding the posts for the VAS sign to which I believe has now been delivered to Cllr Baker.

During the past few weeks I have not been able to access the Parish Council website. I have tried several times to contact Neil Thompson who built the website but to date I have not yet received a response.

You will note that I have tabled for all councillors a copy of a letter along with the map and proposed questionnaire that Cllr Galloway plans to send out within the next edition of the New Oasis for your review and comment.

I have been forwarded an e-mail in which was sent to Cllr Dickerson from a local resident who has a milestone sited outside his property at Silverdene, Main Rd which is in a poor state of repair and therefore he is asking for the Parish Council's assistance in trying to get this repaired.

Finally, to advise at the December meeting the Parish Council will review and approve the 2017/18 budget and set the precept and I will be forwarding you information prior to this meeting in time for you to review this.

10334. Matters arising from the Clerk's report

Cllr Baker confirmed the Vehicle Activated Speed Sign had not yet been delivered.

There was a discussion regarding the issues concerning the Parish Council website and Cllr Pulham gave details regarding a local company who may be able to assist. It was agreed the Clerk should contact Malbeck and if necessary look into them building a replacement website. It was also agreed the website would be an agenda item at either the January or February 2017 meeting.

The Clerk gave details regarding correspondence tabled for all Councillors in respect of the proposed conservation area. Cllr Galloway reported that SCDC had removed some areas from the proposed boundary to which she gave details and circulated a copy of the main map sent by SCDC. The Clerk provided details regarding printing options and the Parish Council **Approved** expenditure of up to £50.00 for this work to be carried out. There was a brief discussion regarding the proposed wording of the correspondence to go out to all Parishioners and it was agreed this should be amended to read "questionnaires can be posted in the post box outside the Village Hall". Cllr Taylor also agreed to include details of this correspondence within the next school newsletter.

In respect of the damaged milestone outside Silverdene it was agreed the Clerk would make enquires to SCC as to whom is responsible for repairing these. It was also recommended that Cllr Dickerson should be asked if he knew whom was responsible as he was involved when repairs were carried out to another milestone within the village.

10335. Matters arising from the Parish Council meeting held on Wednesday 26th October 2016

Cllr Galloway advised that two local parishioners being Mr Gerry Bowdery and Mr Charles Cuthbert both Wished to be included on the Bio Diversity Working Group.

There was a brief discussion regarding joining up with Saxmundham to form a Neighbourhood Plan to which the Clerk raised concerns and stated she felt it may be more beneficial if Kelsale-cum-Carlton produced their own plan to which she gave details. The Chairman asked the Clerk to include this as a formal matter for consideration at the January Parish Council meeting.

The Chairman confirmed the pot holes within the Low Rd Car Park had now been filled and the cost to the Parish Council for this work was £150.00.

There was a brief discussion regarding the recent works carried out at Spinney Pocket Park and Cllr Roberts offered a formal vote of thanks to Fran at Conservation Works for the fantastic work himself and his team had carried out. It was also suggested that a formal letter of thanks should be sent. **Action: Clerk to compile letter of thanks.**

10336. Parish Council Matters

(a) Parish Council Co-option

The Chairman *closed the meeting* and welcomed Mr Martin Lumb to the meeting. Martin gave a brief statement as to why he wished to join the Parish Council. The Chairman thanked Martin and *reconvened the meeting*. There was a formal vote and it was **Unanimously Approved** that Martin Lumb should be co-opted onto the Parish Council. The Chairman welcomed Martin Lumb to the Parish Council and the declaration of acceptance of office was signed and was witnessed by the clerk.

(b) 2016 Bonfire Event

Cllr Garratt reported on the event and confirmed it was enjoyed by all. She stated she felt the fireworks were fantastic and the new additional lighting had proved to be very beneficial. Cllr Garratt advised that Cllr Claire Buttle had volunteered to co-ordinate the annual bonfire event going forward. The Chairman thanked Cllr Buttle for agreeing to take on this role. It was agreed an article would be included within the next edition of the New Oasis asking for Village Organisations to come forward and ask for donations from the proceeds made at this event. On behalf of the Parish Council the Chairman congratulated and thanked Cllr Garratt for all her hard work along with the volunteers who helped run this event.

(c) To elect a representative for Village Hall Management Committee

The Chairman and Cllr Pulham gave details regarding the role involved and it was agreed Cllr Major would attend the next meeting along with Cllr Lumb who may be interested in taking on this role. The Chairman thanked Cllr Lumb for offering to attend the next meeting.

(d) Proposed removal of telephone kiosk at Curlew Green, Dorleys Corner – To consider the correspondence received from SCDC

The Clerk gave details regarding the correspondence received. Cllr Garrett stated she felt this facility was not being used and therefore this telephone kiosk should be removed. Cllr Galloway stated she felt this facility should remain in case of a major emergency happening within the village. Cllr Roberts provided further details regarding this matter in his role as Emergency Officer. There was a formal vote whereby 3 were in favour of keeping the kiosk, 3 were against and there were 4 abstentions. Cllr Ellis stated he felt this matter was important and maybe this needed to be researched further. The Chairman raised concerns as a formal vote had been taken and therefore this should not be reconsidered. The Chairman had the casting vote and voted against keeping the kiosk. **Carried.** The Chairman asked the Clerk to inform SCDC that the Parish Council were in favour of having the kiosk removed.

(e) To approve the dates of the 2017 Parish Council meetings

Subject to an amendment to the date of the June 2017 Parish Council meeting these were **Unanimously Approved** by the Council

(f) Biodiversity Plan for Kelsale-cum- Carlton

In the absence of Cllr Dickerson this item was deferred to the December Council meeting.

(g) 3 Communities Cycle path – To consider correspondence received

A copy of the correspondence received was tabled for all Councillors. Cllr Ellis volunteered to attend the meeting to be held on Tuesday 6th December 2016. **Action: Clerk to respond to Chris Burslem.**

10337. Planning Matters

(See separate Planning Appendix). Cllr Garratt provided an update.

Cllr Garratt confirmed a new application had just been received for a change of use at Carlton Park for a proposed gymnasium.

Cllr Garratt advised the application for the land at Kelvin had still not been considered by SCDC's Planning Committee as they were waiting for information regarding drainage from SCC.

(a) To receive an update from the Planning Group regarding possible proposals for the development of the land at Alderlee, Kelsale

Cllr Ellis provided details regarding two potential sites within the village whereby future development could be carried out. He reported a developer had attended an informal meeting with members of the Planning Group to discuss possibly building up to 13 homes on the site opposite Alderlee to which he gave details.

There was a brief discussion regarding possible development within the Parish and Cllr Galloway suggested new homes should be built for families and those who have a local connection and wish to stay within the village. Cllr Ellis gave details regarding a Rural Housing Briefing that himself and the Clerk had recently attended. Cllr Baker stated the developer had stated he would be willing to work with the Parish Council and also consider including smaller homes and bungalows within the scheme, if necessary. The Chairman gave details regarding this land whereby previous proposals had been considered and then withdrawn. He stated he felt the Parish Council could have the opportunity here to work with developer and therefore felt they should engage with him to gain homes in which the Parish would favour. It was agreed it would be beneficial if an open meeting was held in the first instance and the Clerk should write to the developer on behalf of Planning Group to ask for additional affordable, smaller dwellings and bungalows to be included. **Action: Clerk to write to Patrick Hockley.**

10338. Financial Matters

(a) Financial Statement since last meeting

Income/Receipts

None

Direct Debits

BT (Monthly Line Rental Fee)	£	25.44
BT (Quarterly Broadband Fee)	£	98.40

Bank Balances:

Current Account as at 31 st October 2016	£25,225.39
Business Saver Account as at 31 st October 2016	£12,047.89

(b) To Consider/Approve the following cheque payments:

Jo Jones Expenses	£	44.00
Patrick Norman Wages (Litter Collector)	£	85.00
HMRC – PAYE (Jo Jones)	£	97.40
Cllr Pam Garratt (Refreshments – Bonfire Event)	£	18.85
Kelsale Village Hall (Hire)	£	30.00
Earl Soham Brewery Ltd (Beer – Bonfire Event)	£	177.30
Nick Denny (Glow Sticks – Bonfire Event)	£	195.25
Jill Wilson (Gifts – Bonfire Event)	£	35.84
Nick Denny (Food & Beverage – Bonfire Event)	£	302.58
Essex Pyrotechnics Ltd (Fireworks)	£	1560.00
Jeni Aird (Carol Service – Refreshments)	£	15.98
Conservation Works (Work at Spinney Pocket Park)	£	2100.00
Paul Bush (Work to remove dead elm trees on Rec Ground)	£	150.00
TOTAL	£	4812.20

Approval for the above payments was Proposed by Cllr Pulham, Seconded by Cllr Lumb. **All in Favour.**

10339. To receive a report from the Village Centre Enhancement Group

The Clerk confirmed she was awaiting a formal letter from Mr Alistair Bissett, SCDC providing the relevant permission for the resurfacing work at the Low Rd car park to be carried out. She provided details of the possible options in respect of security for the ongoing lease and confirmed that herself and Cllr Dickerson were due to attend a meeting with Gayle Hart at SCDC on 11th January 2017. It was agreed that Cllr Pulham would also attend this meeting.

The Chairman asked permission to suspended Standing Orders to continue the meeting. **Approved Unanimously.**

10340. To Receive Reports from Portfolio Holders and Liaison Representatives

Planning Group

Cllr Garratt suggested that due to her recent house move that a further member would be beneficial on the Planning Group. Cllr Lumb volunteered his services. **Unanimously Approved.**

New Oasis Distribution

Cllr Major confirmed that due to Cllr Garratt’s recent house move that her original round needed to be covered. Cllrs Buttle and Baker volunteered to take on this round.

Village Hall Management Committee

Cllr Major recommended that the Clerk should ask the VHMC if a key could be issued to the Chairman of the Parish Council.

Tree Officer

Cllr Buttle reported the work at Spinney Pocket Park was complete and she was now awaiting costings for a maintenance plan.

Cllr Buttle reported that some of the fence line on the recreation ground was in need of repair. The Chairman agreed to look into obtaining a quotation for the work required.

New Oasis

Cllr Pulham confirmed the deadline for articles was mid-December. It was agreed the Clerk would send an up to date list of Councillors to be inserted.

Power 4 KCC

Cllr Roberts confirmed a Board Meeting was due to be held on Friday 16th December 2016.

10341. Correspondence

(a) Sizewell C – Stage 2 Consultation – To consider correspondence received

The Clerk informed Councillors she had also received a copy of Stage 2 of the consultation on CD. She confirmed she was attending an event on 6.12.16 at High Lodge in Darsham to which Cllr Ellis also volunteered to attend. Cllr Galloway reported she was also due to attend a meeting on 1.12.16. The Chairman asked the Clerk to make this matter a formal agenda item at January 2017 meeting. County Cllr Gower stated for Kelsale the main thing in which he felt would have an impact was the potential additional traffic on the A12 and traffic issues locally in general. He also stated he felt this development could impact on local businesses losing workers too. County Cllr Gower advised the proposals were to build the main accommodation campus on recreational land at Eastbridge to which he also asked the Parish Council to consider their views. He suggested views should be made regarding the proposed new road from Benhall direct into the site as this would take pressure of the traffic on the A12.

(b) Have your say on new 'Super District' Council – To consider correspondence received from SCDC

Cllr Fisher provided further details and reported the downside to this proposal was that there would eventually be less ward Councillors. There was a brief discussion and the Parish Council were against losing one of their District Councillors due to the merger. Concerns were also raised regarding loss of services.

10342. Any Other Matters Arising (For information only)

Cllr Roberts gave details regarding attempted burglaries that had recently occurred within the Parish.

10343. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 14th December 2016 at 7:00pm in Kelsale Village Hall, Committee Room.

There being no further discussion the Chairman thanked the Parish Council for their attendance and formally closed the meeting at 9:45pm.

Signed: Chairman

Dated:

Planning Appendix (30th November 2016)

(a) Planning Applications received since the last meeting:-

None received

(b) Planning decisions confirmed since the last meeting:-

Planning Ref: DC/16/3918/FUL

Address: Daisy Cottage, 3 Bridge St, Kelsale-cum-Carlton

Proposal: Rear extension to provide new staircase.

The Planning Committee had **No Objections** to this application. This application has been **Withdrawn** by the applicant.

Planning Ref: DC/16/3259/FUL

Address: Part Land North of Kelvin, Rosemary Lane, Kelsale-cum-Carlton

Proposal: The proposal is to seek detailed planning permission for 4 dwellings situated in the land adjacent to Kelvin Cottage. Outlined planning for 4 dwellings has already been granted to the site under the references: DC/15/2683/OUT and DC/14/2744/OUT. The dwellings consist of 4no. 4 bedroom houses with a mix of integral and separate double garages. They are split into two house types with two of each situated on the site. The access road meanders throughout the site to allow a more interesting placement of the dwellings along the site to be more in keeping with the rural setting. The Planning Group **Strongly Objected** to this application. No decision has been made by SCDC, to date.

Planning Application: DC/14/1728/CLE

Location: Carlton Meres Country Park, Carlton Lane, Kelsale-cum-Carlton

Proposal: Application for lawful use for the (2 storey) mobile home on land at the existing mobile home park.

The Planning Group **Strongly Objected** to this application. No decision has been made by SCDC.