

Kelsale-cum-Carlton Parish Council
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MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
14TH DECEMBER 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
Cllr Keith Dickerson	Cllr Martin Lumb

In attendance: District Cllrs John Fisher & Philip Dunnett and 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. He stated in respect of Stage 2 of the Sizewell C Consultation he felt it was essential the Parish Council submitted their comments regarding the impact on the AONB and the proposed increase in traffic volumes. The Chairman thanked County Cllr Gower for his report.

(b) Report by District Cllr John Fisher

District Cllr Fisher urged the Council to apply for funding from the Enabling Community Budget

(c) Report by District Cllr Philip Dunnett

District Cllr Dunnett reported on his available funds within the Enabling Community Budget and urged the Council to apply for funding for any projects they may be looking to carrying out.

The Chairman formally opened the meeting at 7:15pm

10344. To receive apologies for absence

There were none.

10345. Declarations of Interest

Cllr Taylor declared a Pecuniary interest in item 10350 (c).

a) To consider any dispensations

None received.

10346. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 30th November 2016

The draft minutes of the Parish Council meeting held on Wednesday 30th November 2016 had been circulated to all Councillors prior to the meeting. These were Proposed for **Approval** by Cllr Galloway, Seconded by Cllr Pulham. **11 in Favour, 1 Abstention**. The minutes were duly signed by the Chairman as a true record.

10347. Parish Clerk's Report

The Clerk advised she had now received a copy of the annual inspection reports for the play areas and confirmed she would report on these in more detail at the January 2017 meeting.

10348. Matters arising from the Clerk's report

There were none.

10349. Matters arising from the Parish Council meeting held on Wednesday 30th November 2016

Cllr Galloway informed the Parish Council the letter and survey for the proposed Conservation Area had now been printed courtesy of Cllr Pulham. The Chairman thanked Cllr Pulham for carrying out this work. Cllr Galloway confirmed all Parishioners would receive a copy of this correspondence within their copy of the New Oasis.

Cllr Dickerson confirmed he had written an article to be included within the next issue of the New Oasis asking for volunteers to join the Biodiversity working group.

10350. Parish Council Matters

(a) Parish Council Co-option

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

(b) To consider a request from the VHMC regarding a possible donation from the proceeds of the funds raised from the 2016 Bonfire Event

The Clerk gave details regarding an e-mail received from Eileen Cuthbert in respect of this matter. Cllr Major stated the VHMC had informed her they were looking for £5000.00 towards this project. Following a brief discussion it was agreed the Parish Council would defer this request until the advertisement for funding as a result of the forthcoming article within the New Oasis had expired. Cllr Taylor stated the Clerk should inform the VHMC that £5,000 was an unreasonable request to ask as this amount exceeded the proceeds raised and all requests for funding needed to be considered. It was agreed the Clerk would compile a letter and submit the draft for approval to Cllrs Major, Garratt and the Chairman. It was also agreed the Clerk should ask the VHMC for an additional key to the Committee Room. Cllr Dickerson stated he would be willing to be a key holder as he often needed to enter the Village Hall to read the electricity meters.

(c) Proposed improvements for parking at Kelsale Primary School

Cllr Taylor reported following the recent meeting held with Concertus she had received a plan for the proposed parking scheme to which she gave details and also raised some serious concerns as the proposal reduced most of the area at Spinney Pocket Park. She confirmed a meeting had been held today with SCC to which she also gave details and reported on a proposal to create a new driveway within Spinney to provide a drop off point. She advised this proposal was still in the very early stages but SCC had advised they would take this option into consideration and an Ecologist Survey of the area had been carried out. Cllr Taylor reported she had received some concerns from local residents within Spinney Close regarding these work and Cllr Buttle confirmed that any trees removed as a result of these works would be replaced. It was agreed that Cllr Taylor would e-mail the updated plan for comment once received from SCC.

(d) Planning Aid England Support: Sizewell C Stage 2 Consultation – To consider correspondence received and to receive an update from Cllr Ray Ellis and the Clerk on the recent event attended at High Lodge, Darsham

Cllr Ellis gave details regarding the event held at High Lodge, Darsham. Cllr Galloway stated she had attended a meeting regarding Planning Aid's offer and advised she felt the Parish Council should take this offer of assistance up. She provided details regarding a recent Community Forum in which she had also attended and suggested the Parish Council needed to give consideration on the effects of the proposals for freight traffic. She also suggested that EDF Energy could be asked to attend the January 2017 meeting. The Chairman raised concerns regarding the impact on traffic volumes on the A12 and throughout local villages to which the Clerk suggested comments could be circulated regarding any concerns that Councillors had.

10351. Planning Matters

(See separate Planning Appendix).

Cllr Garratt raised concerns regarding applications not being circulated efficiently.

10352. Financial Matters

Income/Receipts

Nil

Expenditure: (Direct Debits/Standing Orders)

BT (Monthly line rental)	£ 23.99
Jo Jones Salary (to be paid 28.12.16 by Standing Order)	£ 514.55

Bank Balances:

Current Account as at 30th November 2016 **£26,606.16**
Business Saver Account as at 30th November 2016 **£12,047.89**

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

Jo Jones Expenses	£	55.69
Patrick Norman Wages (Litter Collector)	£	70.00
HMRC (Jo Jones)	£	97.40
Robin Cooke (Xmas Tree)	£	70.00
Neil Thomson (Annual Website Fee)	£	77.62
Melvin Mann (Grass Cutting Low Rd Car Park and Rec)	£	105.00
SC Norse (Grass Cutting Recreation Ground)	£	806.40
T. Driver (Replacement of rear fencing Low Rd Car Park)	£	240.00
R. Chipperfield (Replacement of rear fencing Low Rd Car Park)	£	486.00
The Play Inspection Company Ltd (Annual Play Inspection)	£	150.00
Sizewell Parishes Liaison Group (Annual Subscription)	£	30.00
Total	£	2,188.11

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

(c) To consider the draft 2017/18 Budget and to set the Precept

A copy of the draft 2017/18 budget had been circulated to all Councillors prior to the meeting. The Clerk provided additional details regarding the draft budget and this was **Unanimously proposed for Approval** and it was agreed a precept of £18,984.28 (0% increase) would be requested from SCDC. **All in Favour.**

10353. To receive a report from the Village Centre Enhancement Group

The Chairman confirmed the work to resurface the Low Rd Car Park could not progress until a letter of permission from SCDC had been received. Cllr Dickerson confirmed himself, the Clerk and Cllr Pulham were due to attend a meeting on 11th January 2017 at SCDC to discuss options for the renewal of the lease.

10354. To Receive Reports from Portfolio Holders and Liaison Representatives

New Oasis

Cllr Pulham confirmed the next edition was due to go to print shortly and requested that all articles needed to be received by Friday 16th December 2016.

Recreation Ground.

Broken gate post & fencing – It was agreed the Chairman would look into obtaining a quotation for the necessary repairs to be carried out.

10355. Correspondence

None received.

10356. Any Other Matters Arising (For information only)

There were none.

10357. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 25th January 2017 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 8:30pm.

Signed: Chairman

Dated:

Planning Appendix (14th December 2016)

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

Planning Ref: DC/16/4868/COU

Address: Unit 6, Carlton Park Industrial Estate, Ronald Lane, Kelsale

Proposal: Change of use from B8 to D2 to provide a gymnasium.

This application is currently being circulated amongst the Planning Group.

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

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,