

Kelsale-cum-Carlton Parish Council
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MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
22ND FEBRUARY 2017 AT 7:00PM IN KELSALE VILLAGE HALL, COMMITTEE ROOM

Present:	Cllr Alan Revell (Chairman)	Cllr Ray Ellis
	Cllr Edwina Galloway	Cllr Susan Major
	Cllr Tim Roberts	Cllr John Pulham
	Cllr Chris Burslem	Cllr Claire Buttle
	Cllr Keith Dickerson	Cllr Martin Lumb
	Cllr Carolyn Taylor	Cllr David Baker

In attendance: District Cllrs Fisher & Dunnett and County Cllr Gower. There were no members of the public present.

Welcome by the Chairman

10374. Public Forum

There were no members of the public present.

10375. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower reported on Stage 2 of the Sizewell C consultation. He also stated there was no further news regarding the proposed Devolution Scheme. The Chairman thanked County Cllr Gower for his report.

(b) Report by District Cllr John Fisher

District Cllr Fisher reported on the merger of SCDC and Waveney District Council and provided his views on the proposed reduction in Councillors and the impact on services this may have.

(c) Report by District Cllr Philip Dunnett

District Cllr Dunnett presented apologies for his non-attendance at the January meeting. A written report had been sent by District Cllr Dunnett to which the Clerk had circulated to all Councillors prior to the meeting. Cllr Dickerson made enquiries regarding SCDC's site allocations policy and asked did Cllr Dunnett know how many proposed new houses had been allocated to Kelsale-cum-Carlton. District Cllr Dunnett advised unfortunately he could not provide these exact figures but provided details regarding the review of SCDC's Local Plan.

The Chairman formally opened the meeting at 7:12pm

10376. To receive apologies for absence

Apologies were accepted from Cllr Garratt.

10377. Declarations of Interest

There were none.

a) To consider any dispensations

None received.

10378. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 25th January 2017

The draft minutes of the Parish Council meeting held on Wednesday 25th January 2017 had been circulated to all Councillors prior to the meeting. These were Proposed for **Approval** by Cllr Galloway, Seconded by Cllr Lumb. **10 in Favour, 2 Abstentions.** The minutes were duly signed by the Chairman as a true record.

10379. Parish Clerk's Report

To advise I have received correspondence from UK Power Networks regarding ways on how to help vulnerable people in the community access free support during a power cut. I have been provided with a notice in which I am going to put on the noticeboard and website and will also hand over all the information sent to the Emergency Officer Cllr Tim Roberts.

I am pleased to see the Vehicle Activated Speed sign is now up and operational and would like to ask Cllr Baker to see if the bracket will fit onto the other agreed post being the bus stop on Main Rd in order so that this sign can also be used at this site

I have received a request from Suffolk Flora Preservation Trust regarding them possibly siting a filing cabinet in the cupboard at the Village Hall. The Clerk confirmed she had forwarded this request to the VHMC. Cllr Roberts kindly offered to provide storage for them if the VHMC declined this request.

10380. Matters arising from the Clerk's report

There were none.

10381. Matters arising from the Parish Council meeting held on Wednesday 25th January 2017

There was a brief discussion regarding the Parish Council having an additional set of keys to the Village Hall. It was agreed the Clerk would write to the VHMC and also state the Parish Council would be willing to fund the cost of the additional keys being cut.

Cllr Dickerson raised concerns regarding the proposed addendum that was going to be compiled by Cllr Pulham in order for this to be sent with the Sizewell C response. Cllr Pulham stated he had been unable to produce this addendum to which he gave details. Cllr Roberts stated he had submitted a response individually in which had reflected Cllr Pulham's comments made at the January Parish Council meeting. Cllr Pulham stated he felt an individual proposal to EDF should be made in respect of suggested link road from Friday St to Sizewell C to which he gave details and recommended a petition could also be compiled to support these proposals.

Cllr Burslem reported he had looked into the possibility of producing a Neighbourhood Plan for Kelsale-cum-Carlton and stated he felt if the Parish Council decided to go down this route that it could be beneficial if an informal meeting could be held with Gillian Benjamin, Steven Bainbridge and a representative from Wenhaston in order for the Parish Council to gain further information and possibly raise this matter at the APM. The Chairman advised he felt that this matter should not be included at the APM and that a separate meeting should be held to inform Parishioners. There was a brief discussion whereby District Cllr Dunnett also provided further information. It was agreed that it could be beneficial if this matter was included as an agenda item at the APM and then look to hold a separate meeting with the appropriate representatives in order to take this matter forward. Cllr Burslem gave details regarding the costs involved and **Approval** for Kelsale-cum-Carlton Parish Council to pursue in intending to compile a Neighbourhood Plan was Proposed by Cllr Revell, Seconded by Cllr Burslem. **All in Favour.**

A suggestion had been put forward by Cllr Baker for the Parish Council to possibly sell the Thermal Imaging Camera in which had been funded by the grant received from DECC to which the Clerk gave details. Cllr Roberts reported the Parish Council could look into selling the camera to East Green Energy to which he gave details and suggested the Parish Council could sell with an agreement that they agreed to loan it back to the Parish Council to which he provided further details. **Approval** for Cllr Roberts to look into selling this item to East Green Energy with the agreement of them loaning to the Parish Council or a Parishioner was Proposed by Cllr Roberts, Seconded by Cllr Dickerson. **All in Favour.** Cllr Dickerson suggested this matter should be mentioned at the APM for information.

10382. Parish Council Matters

7.1 – Proposed Conservation Area – To receive an update

Cllr Galloway gave details of the e-mail received from SCDC providing an update in respect of the recent consultation carried out.

7.2 – Councillor Training

It was agreed this could be held on Wednesday 29th March 2017 from 12.00-2.00pm at the cost of £125 + £25 mileage. Cllr Taylor kindly offered to organise a buffet for this event.

1906.

7.3 – New Oasis Distribution

Cllr Major gave details of the distribution carried out over the 2016 Xmas period. She stated she would prefer if the 2017 Xmas edition could be delivered earlier or after Xmas. It was agreed the deadline for the SNIPS competition could be amended to take this request into consideration and there would be a Spring, Summer, Autumn and Winter edition. Cllr Buttle advised herself and her neighbour would be willing to carry out Cllr Garratt's delivery at Dorleys Corner. There was a brief discussion regarding the possibility of e-mailing the New Oasis going forward to those who would prefer to receive it in this format.

7.4 – Review of New Oasis Advertising Fees

The Clerk confirmed the advertising fee was currently £16.00 per year. It was **Unanimously Approved** that this fee should be raised to £20.00.

10383. Planning Matters

(See separate Planning Appendix). There were no further matters to report,

10384. Financial Matters

(a) Financial Statement since last meeting

Income/Receipts

Nil

Expenditure: (Direct Debits/Standing Orders)

BT (Monthly line rental)	£ 25.44
Jo Jones Salary	£ 514.55
BT (Quarterly Broadband Fee)	£ 94.80

Bank Balances:

Current Account as at 31 st January 2017	£19,135.81
Business Saver Account as at 31 st January 2017	£12,049.39

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

Jo Jones Expenses	£ 61.90
Patrick Norman Wages (Litter Collector)	£ 70.00
HMRC (Jo Jones)	£ 101.60
TOTAL	£ 233.50

Approval for the above payments was **Unanimously Agreed** by the Council.

(c) To carry out a review of the Parish Council's Standing Orders & Financial Regulations

The Clerk reported both these documents had just been updated by NALC and therefore she would like to defer the review of the Parish Council Standing Orders until the March meeting.

A copy of the updated Financial Regulations had been circulated to all Councillors prior to the meeting. The annual review was carried out and **Approved Unanimously** by the Council.

(d) Clerk's Pension

The Clerk confirmed she had contacted Nest and they had advised her pensionable salary was £124.09 per month and the minimum amount to be paid in was 1% from the employer and 0.8% from the employee but this can be higher and will rise in future years. There was a discussion regarding this matter and Cllr Galloway suggested further information should be sought prior to any firm decision being carried out. The Chairman provided details regarding the percentage to be given and suggested the Parish Council should begin the Clerk's pension scheme with a 5% contribution. It was agreed this matter would be an agenda item at the March meeting.

10385. To receive a report from the Village Centre Enhancement Group

The Chairman asked given that the lease was now due to be updated could he look into having the resurfacing work carried out during the Spring. It was felt the funding should be sought in the first instance to which the Clerk confirmed she would look into other funding opportunities. Cllr Dickerson asked if the Clerk had yet received the new lease to which she stated this had not been received to date. Cllr Dickerson suggested the Clerk should request the changes agreed to be put in writing. Cllr Pulham asked if he could become a member of the Village Centre Enhancement Group. There were **No Objections** to Cllr Pulham attending future meetings.

10386. To Receive Reports from Portfolio Holders and Liaison Representatives

Kelsale Primary School – Parking

Cllr Taylor reported the new plan for the proposals to include part of the Spinney Pocket Park for additional parking had been received to which she gave details. Concerns were raised regarding the shortage of spaces shown within the new plan although it was agreed the drop off circuit would still prove to be beneficial.

Biodiversity Action Plan

Cllr Dickerson asked if any Councillors would be willing to be involved in compiling the Biodiversity Plan. Cllrs Burslem, Buttle and Major volunteered their services and Cllr Taylor suggested the school could also be involved.

Village Hall Management Committee

Cllr Lumb reported he had now attended his first meeting. He advised the VHMC were happy to pay a contribution towards the subscription for broadband in the Village Hall. He confirmed the VHMC's insurance renewal this year was £1,316.31 to which they were asking for a contribution from the Parish Council. Cllr Major recommended the Clerk should write to the VHMC in order to confirm that Cllr Lumb is happy to be on the Committee.

Cllr Roberts advised there were two sources of funding available towards the proposed Village Hall lighting project to which he gave details.

Vehicle Activated Speed Sign

Cllr Baker reported the Parish Council needed to order another set of brackets. It was agreed that Cllr Baker would be responsible for downloading the data.

Emergency Officer

On behalf of the Parish Council Cllr Roberts stated how sad he was to hear of the recent fire within the Parish. He confirmed he had already offered support from the Parish Council. On behalf of the Parish Council the Chairman thanked Cllr Roberts for the support he had given.

Cllr Roberts gave details regarding the Suffolk Resilience AGM in which he had recently attended and stated he would need another Councillor to join him on this portfolio once Cllr Garratt officially resigned. Cllr Lumb volunteered his services to assist Cllr Roberts as Emergency Officer to which the Chairman offered him thanks.

Power 4 KCC

Cllr Roberts gave details regarding the possibility of the government putting business rates on solar panels to which he confirmed Power 4 KCC would be writing a letter of objection.

10387. Correspondence

None received.

10388. Any Other Matters Arising (For information only)

There were none.

10389. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 29th March 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 9:10pm.

Signed: Chairman

Dated:

Planning Appendix (22nd February 2017)

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

Planning Ref: DC/17/0250/FUL

Address: Land formerly part of Grove Farm, Rendham Rd, Kelsale

Proposal: Proposed new cattle building and extension to existing.

The Planning Group had **No Objections** to this application. No decision has been made by SCDC, to date.

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

Planning Ref: DC/16/4868/COU

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

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

The Planning Group had **No Objections** to this application. No decision has been made by SCDC, to date.

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.

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.