

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE MEETING HELD ON
WEDNESDAY 31st JULY 2024
AT 7:00PM IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Edwina Galloway (Vice-Chair)
Cllr Claire Buttle	Cllr Mark Stewart
Cllr Simon Ransome	Cllr Sarah Courage
Cllr Rob Holden	Cllr Laura Gwynne
Cllr Helen Reynolds	

In attendance: The Clerk and 0 members of the public.

Welcome by the Chair.

12226 Public Forum

Democratic Quarter-Hour/Public Question Time – Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Members of the public, whilst welcome to attend, may not take part in the meeting itself.

No members of the public.

12227 Reports

Report by County Councillor Richard Smith

Richard Smith submitted his apologies for the meeting.

Report by District Councillor Ewart

Julia Ewart submitted her apologies for the meeting.

The Chair formally opened the meeting at 7.00pm.

12228 To receive apologies for absence – Cllr Harker, Cllr Weaver, County Councillor Richrd Smith and District Councillor Julia Ewart.

12229 To accept apologies for absence – Accepted.

12230 To record absence without apologies – None

12231 Declarations of Interest – None

12232 To consider any dispensations – None

12233 To consider the Approval of the draft minutes of the Parish Council meeting held on 31st July 2024.

The draft minutes of the meeting had been circulated and the version now on the website were approved with abstentions from those that did not attend. Proposer: Cllr Ransome, Seconder Cllr Stewart, with 3 abstentions.

12234 Parish Clerk's Report

Policies – there is one policy to re-adopt, that is the Data Protection Statement. Culvert clearing – I have been informed that part of the culvert has been cleared, the amount of area sorted will not be evident until it rains. Car Park – these have been reported as they were overflowing for 10 days. There has been no response from the County Councillor regarding funding for the repairs to the car park. The bottle bank was reported as it appeared to be overflowing, apparently this is emptied on a

Tuesday. Bonfire Night – having spoken with the Chair of the Village Hall the cost of having three card machines for the PC is becoming apparent, as is the cost of any transactions taking place. The card machines will require a link to a mobile phone. It has also been brought to my attention that the fence along the side of the recreation ground is wobbly and 12 fence posts require replacing. Some of the wire fencing is also broken. A form has been completed for the additional insurance cover for the evening. Recreation Ground – Essex and Suffolk water have been on site and will be arranging a quote shortly. Advertising revenue – another of the advertisers has decided that they no longer require an advert in the newsletter, this takes the expected income from the advertising revenue down to £650 for the year. Spinney pocket – an onsite visit has taken place and the overhanging branches will be removed at no cost to the PC. BT & EE – Both the BT and EE accounts have now been cancelled and should cease on the 20th September. The Kelsale Social Club will be sorting the broadband provider shortly. Coffee morning – a resident spoke to me about the amount of parked cars on the pavement during football on the recreation ground. This has been reported to the Football Club and it appears to have improved. Slips have been given to residents to place on cars should the issue persist. A resident of Low Road also mentioned the issue of speeding cars. I explained that this was an item the PC had discussed with the County Councillor and unless there was evidence then no action could be taken. A resident approached me about the children’s play area and mentioned that it could do with updating. This was noted by the Councillors.

12235 Clerk’s Report on urgent decisions

None

12236 Matters arising from the Clerk’s report.

Cllr Revell suggested that Cllr Holden looks at the culvert clearing to see if it has been completed, and report back to the PC. The need for the card machines will be discussed further at the bonfire meeting, and then a proposal will be brought to the next PC meeting. A talk will take place with a local builder regarding the trench digging and cabinet building on the recreation ground. Costs will need to be taken into consideration for water and electric standing charges at the next budget. There will need to be a comparison of the electric companies but it will be Wave for the water. Spinney Pocket is to be cleared at no cost to the PC, thanks to John for assisting with this. It is good to see that there are no cars parked on the pavement this evening, although there is a football match taking place. The speed limit in Low Road is something that has been discussed many times. Updating the play area, but this is a difficult item to undertake due to the cost, and knowing what to update it with. The last update on the play area was in the region of £30,000.

ACTION: Cllr Holden to check the culver near the recreation ground.

12237 Matters arising from the Parish Council meeting held on Wednesday 31 July 2024.

10.1 Power Projects – Cllr Revell reported that a document has been circulated by Cllr Weaver regarding the power projects.

Cllr Courage reported that the Southern Transport Forum minutes have been received.

Cllr Revell thanked both Cllr Courage and Cllr Weaver for their work on this item.

10.2 Carlton Meres – Cllr Revell reported that there are several emails about the Carlton Meres from Joe Blackmore, Julia Ewart and the resident.

Cllr Galloway said that reading through the emails it appears that the work to the entrance is going to be rubber stamped.

Cllr Revell said that the signage needs to be sorted, a map that he was given some time ago shows the signage and the hatchings as agreed by ESC. There is comprehensive signage near the entrance of the Meres plus a sign directing traffic to the A12, none of it has been completed.

Cllr Gwynne asked if the current road being used was the correct one, the issue being referred to is about the traffic not the long term residents on the site.

Cllr Revell said that Joe Blackmore (ESC) is aware of the traffic issues. The signage should be completed as part of the planning application. The new documents should include the old signage.

ACTION: Clerk to email Joe Blackmore and arrange for a meeting with Cllr Revell.

10.3 Highway Signage – This item is ongoing.

ACTION: To await further information from Richard Smith.

10.4 Speeding on Main Road – Cllr Holden commented that Cllr Weaver was looking into funding for the speed rubber tracks from Sizewell C.

ACTION: To continue to place on the agenda. Richard Smith agreed to visit the resident of Low Road,

after the general elections. Cllr Holden to speak with Cllr Weaver.

10.5 Recreation Ground – It was agreed to remove the culvert clearing from the agenda.

10.6 Village Hall Proposals – Cllr Revell reported that no draft letter has been received from the solicitor following on from a meeting with them, Cllr Revell and Cllr Ransome.

ACTION: To continue to place on the agenda. Cllr Revell to speak with the solicitors regarding a draft letter.

10.7 Spinney Pocket – This item has been previously covered.

10.8 Allotment Hedge – An email has been received stating that the hedge will be looked at with a view of cutting it back.

10.9 Kelsale Church – Cllr Revell reported that he had visited the churchyard and the commonwealth memorial is becoming overgrown, this needs to be kept clear.

Cllr Galloway reported that the grass cutting in the churchyard is underway, and a management plan is in place for this work.

12238 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Ransome reported that the Produce Show is on the 7th September. The new kitchen for the main hall has been agreed. The old door from the Post Office cubicle is now in place at the rear of the Social Club.

11.2 To re-adopt the Data Protection Statement - It was agreed by all Councillors attending to re-adopt the policy.

12239 Planning Matters

12.1 Planning Report - The Planning Report had been circulated in advance and there was no change since the circulation.

12.2 New planning applications since the last meeting:

DC/24/1012/FUL – The Barn At, Oak Tree Farm, Clay Hills Road, Kelsale-cum-Carlton,

Application for boundary fence (removal of existing wall).

It was agreed by the full Council to support this application.

ACTION: Clerk to notify East Suffolk Council of the Council's decision.

DC/24/2736/FUL – The Old School House, Denny's Lane, Kelsale-cum-Carlton, IP17 2PD

Construction of a single storey bay extension, existing bow window demolished.

It was agreed by the full Council to support this application.

ACTION: Clerk to notify East Suffolk Council of the Council's decision.

Notifications:

The Clerk explained that the appeals that were present on the planning report had been considered and the outcome appeared on the report.

12240 Financial Matters

13.1 Financial Statement since the July meeting. See Updated Finance Report of 28th August 2024.

Cllr Galloway proposed the payments, this was seconded by Cllr Holden and agreed by all, with no abstentions.

13.2 To approve and sign the bank statements: The Bank Statement to 31st July 2024 plus financial reconciliations were presented to the Council and signed by the Chair.

12241 To Receive Reports from Portfolio Holders and Liaison Representatives

Cllr Courage reported that she had read an article in the Newspaper which stated that ESC would be providing households with an additional bin. There would then be a three week collection cycle.

Cllr Gwynne reported that the 'Wild About Kelsale' event may be taking place in October with an outside event in May. There would be another article for the newsletter about farming. Cllr Reynolds and Cllr Gwynne will be writing an article relating to health and wellbeing for the newsletter. Articles for the newsletter are to be in to the Editor by the 20th September.

C1: Bonfire Party Team

Cllr Revell commented that the idea of having some card machines for the event was being

discussed.

ACTION: Cllr Holden and Cllr Buttle to liaise with the Clerk regarding the card machines and the use of them for the event and any donations. Clerk to present findings to the Bonfire Committee, then to the full Council.

Cllr Galloway commented that the Church had asked if they may order the Christmas Tree at the same time as the PC, as last year. Cllr Buttle will be ordering the trees this year.

Cllr Gwynne asked if the PC could have mince pies at the December meeting, this was agreed by all.

12242 Items for consideration for Inclusion on the next agenda

As appears in the minutes.

12243 Correspondence

12244 To consider excluding the public and press.

No considerations were necessary.

12245 Excluded items

There were none.

12246 Date of the next meeting

The next Parish Council Meeting is to be held on the 25th September 2024 at 7pm.

The Chair closed the meeting at 8.13pm.

Signed: Chairman Dated: