

Kelsale-cum-Carlton Parish Council
21 Ferry Road, Orford, Woodbridge, Suffolk, IP12 2NR,
Tel:07595757380 E-mail: clerkkelsalepc@gmail.com

**MINUTES OF THE MEETING HELD ON
WEDNESDAY 26th MARCH 2025
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 Helen Reynolds	Cllr Claire Buttle
Cllr Simon Ransome	Cllr Laura Gwynne
Cllr Traci Weaver	Cllr Mark Stewart

In attendance: 0 members of the public and the Clerk, Marie Backhouse

Welcome by the Chair.

12373 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.

12374 Reports

Report by County Councillor Richard Smith

Richard Smith reported that the Local Government Reform is going ahead. SCC are in favour of one unitary Council. A business plan needs to be in place by September. There will be a Mayor of Norfolk and Suffolk. The Mayor will be a member of the Council of Nation and Region. The libraries takeover has been controversial, this will be in house from the 1st June. All 45 libraries are to stay as they are. There is to be an update of the mobile libraries, and the suggestion is that the libraries will become a community hub. A report has been submitted for the APM. The Energy Projects, thank you Cllr Weaver for a useful report, Sizewell C is underway y with lots of earth moving even though the final funding has not been confirmed yet. SCC is encouraging any VE Day celebrations. Road closures for the event will have the fee waived.

Cllr Revell asked if there will be representatives at the meetings when the reform is finalised.

Richard Smith said that the visits will continue, although there will be more clarification later in the year.

Report by District Councillor Ewart

Julia Ewart reported that there may be as many as 54 parishes per Councillor should the unitary Council go ahead. Coastal Erosion is important, but it is difficult to gain funding for this. The libraries take over is contradictory. NSIP's, thank you for your report, Cllr Weaver. There may be a reservoir built to gather much needed water for the Sizewell construction. There is a meeting at Sizewell next Wednesday which she hopes to attend. The air quality survey, they have asked for the whole of the A12 to be monitored. More traffic is expected. Two members of the senior planning team at ESC have left, there will be another team put in place. When the PC responds to a planning application, could you ensure that there is more comments put on response not just no or yes.

Cllr Revell commented that there is some pollution in Sandy Lane again.

Julia Ewart reported that the Environmental Agency is involved, and planning will hopefully be involved too to do some further investigation and find a solution to this problem.

Cllr Ransome said that the pro-forma invoice was submitted for the new notice board.
Julia Ewart agreed to look into the payment for this.

The Chair formally opened the meeting at 7.50pm.

12375 To receive apologies for absence – Cllr Courage, Cllr Holden and Cllr Harker.

12376 To accept apologies for absence – Accepted.

12377 To record absence without apologies – None

12378 Declarations of Interest – None

12379 To consider any dispensations – None

10.2 Carlton Meres

Cllr Revell reported that this item has been brought forward as some assistance is needed from ESC and SCC. A resident has asked about the progress of the Carlton Meres site road works. There has been no action on the hard kerbing front. Whilst writing the APM report for this year, last years appeared, and the same item continues to be placed regarding the solution for the Carlton Meres. If it is not possible to sort this problem, then it will need to be taken further to higher departments. The residents of Rendham Road deserve to have some help.

Julia Ewart agreed to write to Joe Blackmore for some updates. The work is collaborative with SCC. Richard Smith reported that he would speak with the Highways Engineer about this, and ask that they liaise with Joe Blackmore.

Cllr Revell commented that the road side verges are being broken down.

Cllr Galloway reported that when she undertook a drive around the village with the Highways Engineer, this problem at Carlton Meres was highlighted.

Richard Smith agreed to speak with the Highways Engineer and encourage another site visit.

Cllr Galloway said that this issue is part of a planning enforcement report.

Cllr Revell said that this issue has not been followed through for many years, but it will continue.

Julia Ewart left at 7.33pm.

12380 To consider the Approval of the draft minutes of the Parish Council meeting held on 26th February 2025.

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 Galloway, Seconder Cllr Ransome, all in favour with 2 abstentions.

12381 Parish Clerk's Report

Policies – there are a couple to re-adopt, the Internal Control Statement and the New Model Financial Regulations. Car park – the repairs have been completed and the invoice received. VAT – a refund of £2272.81 has been received, this was up to the end of December. Website – updated information has been requested from the Village Hall, KADWAG and Kelsale Social Club. Recreation Ground Utilities – following on from funding from the Sizewell C Community Fund, there is progress on the connection of the water and electric to the recreation ground. Dog waste bins – these have been ordered. Phone Call – a call was received from a resident who lives near the A12 and has a layby in front of their property which is used by lorries as a place for a break. Ordnance Survey Data Hub – the PC has now joined this at no additional cost to the PC. Coffee Morning – a representative from Community Action Suffolk visited to undertake a survey about what is good about rural life and what is not good about rural life. This information would be taken back to ESC. Advertising revenue – there are a couple of outstanding payments. Annual Parish Meeting – there has been two response and reports so far. CIL – there has been expenditure of £26,879.52 this year, which leaves £40,707.87 to carry over to next year.

12382 Clerk's Report on urgent decisions

None

12383 Matters arising from the Clerk's report.

Cllr Revell reported that one of the dog waste bins would be fitted on Monday. The A12 layby, some lorries do use this for breaks, although it was good news that Sizewell C vehicles would not be

stopping there.

Richard Smith said that this area does function as a layby, drivers do need to take breaks. Marlesford has the same issue.

Cllr Ransome asked if the resident owns the layby.

Cllr Revell said that the land would form part of the highway, and the entrance to the property is at the end of the area.

Cllr Ransome suggested that the resident could place a sign near her property stating that 'please do not park in front of the access'.

12384 Matters arising from the Parish Council meeting held on Wednesday 26 February 2025.

10.1 Power Projects – Cllr Weaver had circulated a report. There is a Community Forum taking place, this would be good to attend. There is a Main Development Site Forum on the 2nd April. The East Suffolk Community Energy Partnership is to be held on the 10th April at Snape Maltings, this again would be a good meeting to attend. There are signs about the new solar park, which has started. The peak deliveries are set to be between June and August. It is unsure how this will connect to the grid.

Cllr Stewart said it will connect to the grid on the main road.

Richard Smith said it would be good to ask for the work to cease whilst Latitude takes place.

Cllr Weaver said that Sea Link is still awaiting the DCO. SEAS have some useful information. Lion Link is to come shore at Walberswick. The Sizewell C Link Road is going ahead.

Cllr Weaver announced that this evening was her last meeting, and the power project portfolio would be vacant.

10.2 Carlton Meres – Already covered.

10.3 Highway Signage – Richard Smith will send a couple of suitable dates for a meeting with the residents of Low Road.

10.4 Village Hall Proposals – Cllr Ransome reported that there has been some debate with the structural engineers, which has resulted in more information needing to take place. There was a good meeting with Richard Scrimgeour. He has no issues with the proposed work. The Improvements undertaken are very good.

Cllr Stewart said that the proposed lift would cost £70,000. Why cannot the site of the lift be moved, or the existing stair lift be improved.

Cllr Ransome stated that the alternative site for the lift is not suitable.

Cllr Revell said that it is important to have public building accessible for all.

Richard Smith said it is important for the building to be accessible, otherwise in the future grants may not be applied for.

Cllr Ransome said that it is hoped to have disabled toilets upstairs and down.

ACTION: To continue to place on the agenda.

10.5 Speaker for the APM – Cllr Reynolds reported that Dr Havard would be speaking at the APM.

Richard Smith left the meeting at 8.05pm.

12385 Parish Council Matters

11.1 Kelsale Village Hall: No further updates

11.2 Notice board quote: Already covered.

11.3 Quote to repair the recreation ground fence – Ongoing as Cllr Holden submitted his apologies for the meeting.

11.4 Refreshments for the APM: Cllr Weaver and Gwynne agreed to make some refreshments. KADWAG has a meeting before the APM so they will put up the chairs and tables. Cllr Buttle and Weaver will provide the coffee, tea etc.

Cllr Galloway said that the Community News needs to be circulated before the meeting as there is a large advert about the event inside. It was agreed to place an advert on social media.

11.5 To adopt the New Model Financial Regulations – Cllr Weaver proposed that he PC adopts the New Financial Regulations, this was seconded by Cllr Galloway and agreed by all present.

12386 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/25/0590/FUL – Land at North Green, Town Farm Lane, IP17 2RL

Retrospective application – Retention of access track and erection of timber fence.

It was agreed by all the Councillors present have no objection to this application.

ACTION: Clerk to notify ESC of the Councils decision.

DC/25/1058/TCA – Bell View, Church Lane, Kelsale-cum-Carlton, IP17 2NX

1 no. Ash – fell

It was agreed by all the Councillors to have no objection to this application.

ACTION: Clerk to notify ESC of the Councils decision.

DC/25/1089/FUL & 1090/LBC – Kelsale Social Club, Bridge Street, IP17 2PB

Retrospective permission for retention of external condenser unit on 1960's extensions.

It was agreed by all the Councillors to have no objection to this proposal.

ACTION: Clerk to notify ESC of the Councils decision.

Notifications

12387 Financial Matters

13.1 Financial Statement since the February meeting. See Updated Finance Report of 19th March 2025.

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

13.2 To approve and sign the bank statements: The Bank Statement to 28th February 2025 plus financial reconciliations were presented to the Council and will be signed by the Chair at the next meeting.

13.3 Asset register: The asset register was noted by the full Council.

13.4 Internal Control Statement: The full Council approved the internal control statement.

12388 To Receive Reports from Portfolio Holders and Liaison Representatives

A4: KADWAG Group Representative

Cllr Gwynne reported that KADWAG now has 60 members, and there have been two meetings. The River Fromus is one project that is being taken forward. Saxmundham are having their first Biodiversity meeting soon to create their own plan.

D1: Quarterly Newsletter

Cllr Galloway reported that a new Editor is being sought for the Community News.

12389 Items for consideration for Inclusion on the next agenda

As appears in the minutes, litter pick date, Editor of the Community News.

12390 Correspondence

Duke of Edinburgh – The Clerk reported that an email had been received from a couple of girls who wished to do a litter pick for an hour a week in Kelsale as part of their Duke of Edinburgh Award.

It was agreed to accept the offer of litter picking and to ask them to place the rubbish at the back of the Social Club where it would be cleared away.

Brave Futures – It was agreed by all not to offer a donation at this present time.

12391 To consider excluding the public and press.

No considerations were necessary.

12392 Excluded items

There were none.

12393 Date of the next meeting

The next Parish Council Meeting is to be held on the 30th April 2025 at 7pm. APM on the 2nd April 7pm.

The Chair closed the meeting at 8.55pm.

Signed: Chairman Dated: