

KELSALE-CUM-CARLTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
30TH JANUARY 2013 AT 7:00PM IN KELSALE VILLAGE HALL, COMMITTEE ROOM

Present: Cllr Alan Revell (Vice Chairman)
 Cllr Jeni Aird
 Cllr Edwina Galloway
 Cllr Doug Ireland
 Cllr Tim Roberts
 Cllr Geoff Fordham
 Cllr Pam Garratt
 Cllr Paul Parry
 Cllr Carolyn Taylor

In attendance: Joanne Jones – Parish Clerk. District Cllr Sir Peter Batho.

Welcome by the Vice Chairman

9567. Public Forum

There were no members of the public present.

9568. Reports

(a) Report by County Councillor Rae Leighton

County Cllr Leighton was not present. No written report had been submitted.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho reported on SCDC's budget and advised that there would be a 0% increase from both SCC and SCDC but confirmed that there would be an increase from Suffolk Constabulary. He gave details regarding the Sizewell C Consultation and raised concerns regarding one of the proposed accommodation units which was in close proximity to Eastbridge. The Vice Chairman thanked District Cllr Batho for his report.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews had sent her apologies. No written report had been submitted.

(d) Police Report

The Clerk read the following report:-

There were no crimes recorded for either Kelsale or Carlton during December 2012.

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Vice Chairman asked the Clerk to chase up with PCSO [REDACTED] the issue regarding vehicles parking the wrong way and obscuring corners on Carlton Rd.

The Chairman formally opened the meeting at 7:12pm

9569. Apologies

Apologies were accepted from Cllrs Dickerson, Denny, Hartley and Darton

9570. Declarations of Interest

There were none.

a) To Consider any dispensations

There were none.

9571. To Consider and Approve the draft minutes of the Parish Council meeting held on Wednesday 19th December 2012

The draft minutes of the Parish Council meeting held on Wednesday 19th December 2012 had been circulated to all Councillors prior to this meeting and were Proposed for **Approval** by Cllr Fordham, Seconded by Cllr Roberts and duly signed by the Vice Chairman as a true record. **6 in Favour, 3 Abstentions.**

9572. Parish Clerk's Report

To advise that from April 2013 the way that I submit my PAYE to HMRC online is changing and therefore I would like to ask permission to attend a training course regarding this subject on Tuesday 12th February 2013 at SALC. The cost of this course is £20.00 + VAT and to confirm this amount will be split between the 4 Councils in which I am employed.

In District Cllr Andrews absence she has asked me to confirm that as a result of the recent housing scrutiny meeting held at SCDC she is still waiting for the outcome in respect of the two empty Flagship Housing properties in Carlton Road but has assured me that she will follow this matter up. She has also telephoned me today in order to confirm that Planning Application C12/1891 has been Refused by SCDC's North Sub-Committee.

Finally, to confirm that I have received a letter of thanks from the Carlton Park Residents thanking the Parish Council for recently agreeing to purchase a grit bin for this area.

9573. Matters Arising from the Clerk's Report

Approval for the Clerk to attend the HMRC Training Course at SALC was **Unanimously Agreed** by the Council.

Cllr Revel stated that he was aware that the two Flagship properties within Carlton Rd had now been refurbished and that a tenant would be moving into one of these properties in the near future.

9574. Matters Arising from the Parish Council Meeting held on Wednesday 19th December 2012

Cllr Roberts advised that he had now written a report on behalf of Parish Council regarding the merger of Suffolk and Cambridgeshire Fire Services.

9575. Parish Council Matters

(a) To consider and discuss the 2013 Annual Parish Meeting to be held on 8th May 2013

There was a brief discussion and it was suggested that the Suffolk Flora Preservation Trust should be invited to give a report at the Annual Parish Meeting. It was also agreed that the Clerk would write to [REDACTED], SCDC in order to invite him to be the main speaker to speak about 'Coastal Defences' at this meeting.

(b) Sizewell C Public Consultation Response

Cllr Galloway provided further details in respect of this matter and stated that she felt any concerns regarding this consultation needed to be voiced now. She reported that she felt the Parish Council's response should focus on transport within the area. Cllr Roberts raised concerns regarding the timescale of the consultation and also the lack of detail proving it to be very difficult to make clear decisions. Cllr Fordham stated that he felt that Economic Impact Assessments should have been carried out by EDF. Cllr Revell raised concerns regarding the effect of increased traffic within the village as a result from workers travelling to the site. Cllr Aird made enquires as to if EDF would publicise the results of the recent public questionnaire. Cllr Roberts also raised concerns regarding disposable waste being stored at the site to which he felt needed to be included within the Council's response. Cllr Galloway agreed to compile the response on behalf of the Council and confirmed that she would circulate this to all Councillors prior to sending on 6th February 2013.

(c) To consider the upkeep of the benches within the Parish

Cllr Garratt raised concerns regarding the condition of the benches throughout the Parish. Cllr Ireland suggested that a village organisation could be asked to maintain the benches. The Vice Chairman suggested that the way forward could be for the Parish Council to pay for the restoration this year and thereafter arrange for volunteers to maintain the benches. Cllr Taylor suggested that residents could be asked to 'adopt a bench'. There was a brief discussion and it was agreed that Cllr Revell would obtain quotes for restoration works to be carried out to the benches sited at Kelsale Church, Carlton Rd Play Area and the one at the bottom of Carlton Rd.

(d) To consider & discuss the implementation of a 'Speed Limit Sign' at Curlew Green

There was a brief discussion and it was agreed that a 30mph speed restriction sign should be implemented at Curlew Green. The Clerk confirmed that due to this matter being raised at a previous Council meeting that she had already written to SCC regarding this matter.

9576. Planning Matters**(See Separate Planning Appendix attached).****9577. Financial Matters:****(a) Financial Statement since last meeting****Income/Receipts**

Nil

Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting) £ 49.91

Bank Balances:Current Account as at 31st December 2012 **£12,114.26**Business Reserve as at 31st December 2012 **£12,023.76**Community Energy Co-operative Account as at 31st Dec 2012 **£ 0.19****(b) To Consider/Approve the following cheque payments:-**

Jo Jones Salary & Expenses	£ 580.42
██████████ Wages (Litter Collector)	£ 75.00
██████████ (Tree works at Spinney Pocket Park)	£ 220.00
Eastern Facilities Management Solutions (Grass Cutting – Rec)	£ 609.34
Suffolk Coastal Services Ltd (Dog Bins)	£ 900.00
██████████ (Xmas Tree)	£ 70.00
Cllr Paul Hartley (Expenses for work carried out to Recreation Ground)	£ 292.95
ICO (Data Protection Renewal)	£ 35.00

TOTAL £ 2,782.71

The above payments were Proposed for **Approval** for payment by Cllr Garratt, Seconded by Cllr Ireland. **8 In Favour, 1 Abstention.**

The Clerk advised she had also received further expenses from Cllr Hartley for items that he had paid for when carrying out various Parish Council duties to which she gave details. There was a brief discussion and it was Agreed that these expenses would not be paid.

The Vice Chairman asked the Clerk to write to all Councillors in order to request that all future claims for any expenses incurred must be submitted immediately and to confirm that these would not be honoured if the invoices were out of date.

Cllr Ireland suggested that the Clerk should write to Rory Goldsmith (Litter Collector) in order to request that he includes the Low Rd Car Park within his round.

(c) To consider information received from SCDC regarding the 2013/14 Tax Base and Precept

The Clerk and District Cllr Sir Peter Batho gave further details regarding this matter and it was Agreed that the 2013/14 precept would remain at £19,036.00. It was also Agreed that the Parish Council would accept the grant being offered by SCDC for £1,968.50 in order to maintain a 0% increase in the precept for future years. **Approval** for the above was Proposed by Cllr Roberts, Seconded by Cllr Galloway. **8 in Favour, 1 Against.**

It was Agreed that the Chairman would include an article within the next New Oasis regarding this matter.

(d) To consider the 2013/14 grass cutting quote from SCC for the Recreation Ground

The Clerk provided further details regarding this matter. Cllr Ireland raised concerns that SCC had not been cutting the margins within the playing field. The Vice Chairman asked the Clerk to seek clarification from SCC regarding this matter. **Approval** for the 2013/14 grass cutting quote was Proposed by Cllr Aird, Seconded by Cllr Roberts. **All in Favour.**

(e) Annual Review of Parish Council Risk Assessment

This document had been circulated to all Councillors prior to the meeting and **Approval to Adopt** this was Proposed by Cllr Aird, Seconded by Cllr Taylor. **8 in Favour, 1 Abstention.**

9578. To Receive a Report from the Community Energy Committee

Cllr Fordham reported that some images had been taken with the thermal imaging camera to which he gave details. He advised that further to the last meeting when he reported that a visit from the SCDC Warmer Homes Caravan could be arranged, he had now been informed that these visits are being held in order to organise household energy audits and therefore stated that this visit would not be necessary. Cllr Roberts confirmed that he had now written the tender in order to supply bids for energy saving schemes within the Parish to which he gave details. The Vice Chairman thanked Cllrs Fordham and Roberts for their report. Cllr Fordham suggested that a presentation could be given by the Community Energy Committee regarding the tender process at the next Parish Council meeting.

9579. To Receive Reports from Portfolio Holders and Liaison Representatives

Environment, Heritage and Access

Cllr Parry reported that he had been approached by a local resident with concerns regarding a tree within the Recreation Ground which is overhanging her property. Cllr Parry agreed to look into this matter further.

Cllr Garratt requested that the Clerk should ask Suffolk County Council again to refill all the grit bins within the Parish. On behalf of the Parish Council Cllr Roberts thanked all Councillors and residents who assisted in clearing the recent snow. It was also agreed that the Clerk would write to SCC in order to thank them for all their hard work carried out during the recent wintery period.

In Cllr Darton's absence the Clerk reported that she had raised concerns regarding flooding on the Main Rd by the gate at the top of the Recreation Ground to which she gave details. It was agreed that the Clerk would write to Suffolk County Highways regarding this matter.

New Oasis

It was agreed that due to Cllr Darton's impending resignation from the position of Editor this matter would be considered as an agenda item at the February Council meeting.

Village Hall Management Committee

In Cllr Darton's absence the Clerk gave details regarding the Village Hall Management Committee's bid to the Big Lottery for improvements to the Village Hall. Cllr Fordham gave further details regarding this matter and confirmed that the application had been declined by the Big Lottery. The Clerk gave details of Cllr Darton's suggested ideas for celebrating The Coronation Day in June 2013.

Emergency Officer

Cllr Roberts provided further details regarding the report that he had compiled regarding the merger of the Suffolk and Cambridgeshire Fire Service. The Vice Chairman thanked Cllr Roberts for compiling this report on behalf of the Parish Council

Lych Gate

Cllr Aird advised that the PCC were still waiting for the Architect's report.

Recreation Ground

Cllr Aird reported that herself and the Clerk were going to look at any work that needs to be carried out prior to the next Annual Inspection. The Clerk advised that further to the last meeting she had received a quote from Billie Box for the storage container to which she gave details. It was agreed that the Clerk would request a further quote for a used container.

9580. Any Other Matters Arising (For information only)

Cllr Ireland reported that the Jubilee Fete photos had now been deposited in the Records office and personally thanked Cllr Carolyn Taylor for all her hard work and assistance provided in respect of this matter. Cllr Ireland reported that the roads around Rogman Farm had deteriorated following the recent thaw. He raised concerns regarding a very large pot hole that required urgent attention. The Clerk confirmed that she would report this matter to Suffolk County Highways.

Any Other Matters Arising (For information only) cont....

Cllr Ireland also raised concerns regarding the general state of roads within the East Green area and requested that the Clerk contact Suffolk Coastal Services in order to arrange for road sweeping to be carried out.

Cllr Ireland reported that it would be the Centenary of World War One next year and asked if the Parish Council were going to consider celebrating this event. He suggested that one item that could be considered for this celebration, would be to investigate the life histories of those mentioned on the 1914-18 part of the war memorial. Cllr Ireland volunteered his services in order to assist with this, if necessary.

9581. Correspondence

Correspondence received since the last Council meeting had been tabled by the Clerk. The Clerk gave details regarding a consultation in respect of the Emergency Planning for Sizewell C and gave details of a meeting that would be held in order to discuss this matter. Cllr Roberts (Emergency Officer) volunteered to attend this meeting.

9582. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 27th February 2013 at 7:00pm in Kelsale Village Hall, Committee Room. Cllrs Garratt, Roberts and Ireland sent their apologies for this meeting.

There being no further discussion the Vice Chairman thanked the Parish Council for their attendance and formally closed the meeting at 9:30pm

Signed: Chairman Date:

Planning Appendix (since 19th December 2012)

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

None received

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

Application No: C12/2425

Location: Part South Land, Fordley Meadows, Butchers Rd, Kelsale.

Proposal: Erection of 4 stables and hay/straw barn for private use.

The Planning Group had **No Objections** to this application, subject to conditions. This application has been **Granted** by SCDC. Concerns were raised by a member of the Planning Group regarding the use of a caravan sited at this site.

Application No: C12/2138

Location: 40 Beaumont Cottages, Kelsale-cum-Carlton. IP17 2NW

Proposal: Front room extension and porch canopy roof.

The Planning Group submitted the following comments to SCDC:- Concerns were raised that the building would go beyond the established building line. It was also pointed out that the drawings/plans included within this application were very poor and lacked detail. This application has been **Granted** by SCDC. Concerns were raised by Cllr Revell that this application could set a future precedent for this area.

Application No: C12/1880

Location: Land West of Units 34-36, Carlton Park Industrial Estate, Ronald Lane, Kelsale-cum-Carlton

Proposal: Change of Use for the erection of industrial units with construction of vehicular access and associated works for a total site area of 3000sqm. Previously Granted under C89/1247, C92/1262 and C95/1034.

The Planning Group did not support this application. No decision has been made by SCDC, to date.

Application No: C12/1891

Location: Land East of Rogman Farm, Lowes Hill, Kelsale

Proposal: Installation of one micro scale wind turbine (14.97m to hub, 5.6m diameter blades).

The Planning Group agreed that this application conformed to the current planning guidelines; subject to conditions. No decision has been made by SCDC, to date.

Application No: C12/1865

Location: Part of land South East of Ashgrove Farm, Rendham Rd

Proposal: Installation of one micro scale wind turbine (14.97m to hub, 5.6m diameter blades).

The Planning Group agreed that that this application conformed to the current planning guidelines; subject to conditions. This application has been **Granted** by SCDC.

KELSALE-CUM-CARLTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
27th FEBRUARY 2013 AT 7:00PM IN KELSALE VILLAGE HALL, COMMITTEE ROOM

Present: Cllr Keith Dickerson (Chairman)
 Cllr Jeni Aird
 Cllr Nick Denny
 Cllr Edwina Galloway
 Cllr Paul Parry
 Cllr Tim Roberts
 Cllr Ivy Darton
 Cllr Geoff Fordham
 Cllr Paul Hartley
 Cllr Alan Revell
 Cllr Carolyn Taylor

In attendance: Joanne Jones – Parish Clerk. District Cllr Marian Andrews.

Welcome by the Chairman

9583. Public Forum

There were no members of the public present.

9584. Reports

(a) Report by County Councillor Rae Leighton

County Cllr Leighton had sent his apologies. No written report had been submitted.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho had sent his apologies. No written report had been submitted.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews reported on the recent Housing Scrutiny Committee in which she had attended and confirmed that she had raised concerns at this meeting regarding the two Flagship properties on Carlton Rd to which she gave details. District Cllr Andrews advised that she would be attending a further Housing Scrutiny meeting on 11th March 2013 whereby she confirmed that she would raise the issue as to if there is a covenant on these properties in order to prevent them being sold on the open market. District Cllr Andrews gave details regarding the Core Strategy Modification document and reported that a consultation was now taking place and confirmed that after the completion of this process that the Inspector should then be in a position to pass this document in order for SCDC to use the policy. She also confirmed that the village envelope could be amended and urged the Parish Council to follow this matter up once the Core Strategy had been Adopted. Finally District Cllr Andrews gave brief details regarding a meeting in which she had attended in relation to the reduction of the number of District Councillors for each ward. The Chairman thanked District Cllr Andrews for her report. Cllr Revell confirmed that both the empty Flagship properties within Carlton Road were now occupied.

(d) Police Report

The Clerk read the following report:-

There were no crimes recorded for either Kelsale or Carlton during January 2013.

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Chairman formally opened the meeting at 7:17pm

9585. Apologies

Apologies were accepted from Cllrs Garratt & Ireland.

9586. Declarations of Interest

There were none.

a) To Consider any dispensations

There were none.

9587. To Consider and Approve the draft minutes of the Parish Council meeting held on Wednesday 30th January 2013

The draft minutes of the Parish Council meeting held on Wednesday 30th January 2013 had been circulated to all Councillors prior to this meeting and were Proposed for **Approval** by Cllr Galloway, Seconded by Cllr Taylor and duly signed by the Chairman as a true record. **8 In Favour, 3 Abstentions.**

9588. Parish Clerk's Report

To confirm that the Annual Play Inspections have now been carried out.

In Cllr Garratt's absence she has asked me to confirm that Kelsale WI are happy to maintain the bench outside the Committee Room going forward and that Kelsale Art Club have also offered to maintain one, if they would be allowed to be imaginative with the painting. She also advised that it had been suggested that the Football Club could be asked to maintain the benches within the playing field.

With regards to the Coronation Fete Cllr Garratt has suggested that a working party should be formed as was for the Jubilee fete and has asked for volunteers to come forward in order to arrange a fete with a coronation theme based around a BBQ and Petanque competition.

To confirm that I have received letters of thanks from Kelsale Afternoon Club and Kelsale Social Club for the recent donations given and finally to confirm that I have placed the notices regarding the forthcoming works to Kelsale Bridge on both the noticeboards and on the Parish Council's website.

9589. Matters Arising from the Clerk's Report

Cllr Aird raised concerns regarding the change of date for the works that are to be carried to Kelsale Bridge and also advised that the letters due to be sent by SCC in order to provide details regarding these works had not yet been received by local residents. The Clerk confirmed that she would look into this matter.

Cllr Denny advised that he hoped that the representatives who volunteered last year would be able to help again with the Coronation Fete. There was a brief discussion regarding this celebration and it was agreed that a joint working party in conjunction with the Village Hall Management Committee would be formed in order to co-ordinate this event. The Chairman requested that Cllr Darton should liaise with the Village Hall Management Committee regarding this matter and it was agreed that any activities that required payment upfront would be funded by the Parish Council.

9590. Matters Arising from the Parish Council Meeting held on Wednesday 30th January 2013

The Clerk confirmed further to attending a HMRC training course at SALC that VAT claims can be submitted up to four years and therefore advised as a result of Cllr Hartley's expenses approved at the last meeting that the VAT on these invoices will be able to be reclaimed. She reported that since sending an e-mail to all Councillors in order to request that any expenses are submitted as soon as possible that Cllr Ireland had raised concerns regarding a resolution that had been previously passed by the Council stating that Councillors could claim up to £25.00 per year for expenses and that these should be submitted at year end. It was agreed that Cllr Ireland's comments would be noted and the Clerk advised that it would be beneficial if any expenses could be submitted for payment by year end for the financial year in which they were incurred.

Further to the last meeting Cllr Revell asked the Clerk if she had obtained a quote for a 2nd hand storage container, as requested. The Clerk confirmed that she had obtained the quote and that a 2nd hand container from Billie Box would be £1,635 including delivery.

Matters Arising from the Parish Council Meeting held on Wednesday 30th January 2013 cont...

The Clerk confirmed that Cllr Hartley had also obtained some quotes to which Cllr Hartley gave details, as follows:-

Portable Space Ltd, Stowmarket - 10 foot container painted green – New £2,000, 2nd Hand £1,575 (including delivery)

CSSC, Stowmarket - 10 foot container New £2,300, 2nd Hand £1,575 (including delivery)

The Container Man, Midlands – 10 foot container New £2,100, £1,525 2nd Hand (including delivery)

It was agreed that this matter would be considered as an agenda item at the next meeting.

9591. Parish Council Matters

(a) Presentation from [REDACTED] – District Emergency Planning Officer, Suffolk Joint Emergency Planning Unit

The Chairman *closed the meeting* and welcomed [REDACTED] to the meeting. [REDACTED] gave provided details regarding the emergency plan arrangements within the SCDC area. He confirmed that the plan undertakes a 3 yearly review in order to consider any material changes to which he gave details. [REDACTED] advised that a consultation is currently being carried out regarding the Emergency Planning for Sizewell to which he gave further details. He confirmed that this consultation was due to end on 8th April 2013 and urged the Parish Council to respond. The Chairman thanked [REDACTED] for his comments and *reconvened the meeting*. The Chairman suggested that Councillors should e-mail their comments to Cllr Roberts in order for him to compile a response to the Consultation on behalf of the Council to be approved at the March Council meeting.

(b) To consider and approve the revised draft Heads of Terms for the proposed lease of the Low Rd car park

The Clerk gave details regarding the revised Heads of Terms received. In Cllr Ireland's absence she advised that he had raised concerns regarding 'Commercial Vehicles' parked within the car park. These comments were noted by the Chairman. There was a brief discussion regarding the condition of the car park. **Approval** for the revised Heads of Terms was Proposed by Cllr Revell, Seconded by Cllr Fordham. **All in Favour**. The Clerk confirmed that she would return a signed copy of this document to [REDACTED], SCDC.

(c) To consider a replacement Editor for the 'New Oasis' magazine due to Cllr Ivy Darton's Forth-coming resignation from this post

The Chairman congratulated and thanked Cllr Darton for all her hard work that she has carried out on the New Oasis. The Chairman confirmed that Cllr Fordham was willing to take on this responsibility. **Approval** was Proposed by Cllr Darton, Seconded by Cllr Galloway. **All in Favour**. On behalf of the Council the Chairman thanked Cllr Fordham for volunteering his services.

(d) To consider matters relating to the Recreation Ground including the proposed Petanque team and relaxing of the current dog ban rules

Cllr Aird advised that she felt the Council needed to consider ways to promote use of the recently installed petanque green. She raised concerns that if a team were to be formed then league games could take up the greens and prevent families from being able to play. Cllr Aird suggested that Cllr Taylor could try and encourage families to play through the Primary School. Cllr Aird stated that also in order to encourage families to come onto the Recreation Ground that she felt the current dog ban rules needed to be relaxed to which she gave details. Concerns were raised regarding this matter and Cllr Denny advised that dog fouling was already being found within the Recreation Ground and therefore he felt if this rule was to be relaxed that this problem could get out of hand. It was Agreed that a relaxation of the current dog ban rules on the Recreation Ground would not go ahead at this time. Cllr Roberts volunteered his services in order to try and encourage residents to form a petanque team.

9592. Planning Matters

(See Separate Planning Appendix attached).

9593. Financial Matters:

(a) Financial Statement since last meeting

Income/Receipts

New Oasis Window advertisement £ 16.00

Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting) £ 51.57

Bank Balances:

Current Account as at 31st January 2013 **£11,383.69**

Business Reserve as at 31st January 2013 **£12,023.76**

Community Energy Co-operative Account as at 31st Dec 2012 **£ 0.19**

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

Jo Jones Salary & Expenses £ 577.48

██████████ (Litter Collector) £ 60.00

Kelsale Village Hall £ 30.00

██████████ (To round up bonfire and & help erect Xmas Tree) £ 25.00

SALC (HMRC-PAYE/VAT Course – Jo Jones) £ 6.00

TOTAL £ 698.48

The above payments were Proposed for **Approval** for payment by Cllr Aird, Seconded by Cllr Roberts.
All in Favour.

(c) Annual Review of the Council's Standing Orders and Financial Regulations

These documents had been circulated by the Clerk prior to the meeting. **Approval** for the revised documents, as circulated, to be **Adopted** by the Council was Proposed by Cllr Fordham, Seconded by Cllr Roberts. **All in Favour.**

9594. To Receive a Report from the Community Energy Committee

Cllr Fordham reported that almost all the requested Thermal Imaging camera pictures had now been taken to which he gave details. He raised concerns regarding the standard of the Flagship Housing properties within Carlton Rd and confirmed that further investigations into these properties would be carried out. Cllr Fordham gave details regarding the submission of the invitation to tender to Community Friendly Energy companies and confirmed that a thorough report regarding this matter would be given at the next Council meeting. Cllr Parry suggested that a form of identification should have been used when carrying out the door to door thermal camera images. The Chairman thanked the Community Energy Committee for their continued hard work.

9595. To Receive Reports from Portfolio Holders and Liaison Representatives

Street Lighting

Cllr Galloway confirmed that two more upgrades were due to be carried out before May 2013 to which she gave details.

Sizewell

Cllr Galloway confirmed that she had submitted the Council's response to the 1st stage of the Sizewell C Consultation.

Funding and Innovation

Cllr Fordham confirmed that the Village Hall Management Committee had been approached by the Big Lottery and invited to meet with a representative in order to discuss their recent declined application with a view to resubmitting the application.

Emergency Officer

Cllr Roberts encouraged Councillors to submit their comments to him regarding the Sizewell Emergency Consultation. Cllr Roberts suggested that an integration of the Emergency Services could prove to be beneficial and it was agreed that he would include these comments within his response.

Village Hall Management Committee

Cllr Darton advised that she would be standing down from this Portfolio Holder position from May 2013 and suggested that the new VHMC representative might like to attend their AGM on 19th March 2013. It was agreed that this Portfolio would be filled at the Annual Meeting of the Council in May.

New Oasis

Cllr Darton confirmed that the next issue was due to be dispatched.

Environment, Heritage and Access

Cllr Hartley raised concerns regarding the Traffic Island on the A12 Carlton Crossing.

9596. Any Other Matters Arising (For information only)

Cllr Galloway confirmed that she had received correspondence regarding 'Better Broadband' and advised that the network was being planned at present and that a parish based map would be distributed in the near future.

Councillors raised concerns regarding the refuse collections within Kelsale-cum-Carlton and it was agreed that the Clerk would write to Suffolk Coastal Services in order to request that one weekly collection for the whole village is made.

Cllr Aird raised concerns regarding mud on the highway around Maple Farm. The Clerk agreed to write to the owner of Maple Farm regarding this matter.

Cllr Roberts advised that a member of the public had raised concerns to him regarding the village looking untidy and therefore he suggested that a 'village spring clean' could be carried out.

Cllr Revell raised concerns regarding the tall hedge west of the school near Southview on Carlton Rd and suggested that the owner should be contacted in order to request that this hedge is maintained.

9597. Correspondence

Correspondence received since the last Council meeting had been tabled by the Clerk

The Chairman gave details of two Housing Scrutiny Meetings that were due to take place on 4th & 11th March 2013.

The Chairman confirmed that a consultation document for the Modifications to the Core Strategy was currently being circulated amongst the Planning Committee.

9598. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 27th March 2013 at 7:00pm in Kelsale Village Hall, Committee Room. Cllr Taylor gave her apologies in advance for this meeting.

There being no further discussion the Chairman thanked the Parish Council for their attendance and formally closed the meeting at 9:03pm

Signed: Chairman **Date:**

Planning Appendix (since 30th January 2013)

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

Application No: C13/0082

Location: Fordley Meadows, Butchers Road, Kelsale. IP17 2PG

Proposal: Reconstruction and extension to existing stable block

To confirm that two members out of four from the Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application and felt that the proposed extension would be an improvement to the current stabling. However members of the Planning Group did raise concerns regarding this application as follows:-

- Concerns were raised regarding access to the hay loft.
- Concerns were raised regarding parking. The application stated that 2 cars would be parked and it was felt that if 8 horses were to be stabled that sometimes there would be a need for additional vehicles such as horse boxes/lorries.
- Waste Storage – It is stated that none is to be provided and therefore concerns were raised regarding the disposal of horse manure.
- Sewerage – It was noted that rain water and surface water were catered for but concerns were raised regarding washings from the yard that cannot go to soakaways due to contaminants.
- It was also stated within the application that the site is not subject to flooding, however one member of the Planning Group visited the site on 14/2/13 to find that the site was about half covered in standing waters.

Application No: C13/0081

Location: Faith Gables, Curlew Green. IP17 2RA

Proposal: Proposed single storey rear extension and alterations

Three members of the Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application and felt that by replacing the post-Victorian additions with a much more pleasant extension would only enhance the cottage and bring it up to modern living standards. However, one member of the group did **Object** to the application as follows:-

- It was felt that the proposal would spoil an already ruined traditional Victorian cottage even further, architecturally.

Application No: C13/0046

Location; Carlton Cottage, Carlton Rd. IP17 2QE

Proposal: Increase height of existing chimney stack by taking down to thatch level and rebuilding.

Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application, subject to a formal application for Listed Building Consent being submitted by the applicant.

Application No: C13/0047

Location: Carlton Cottage, Carlton Rd. IP17 2QE

Proposal: Remove polycarbonate roof, timber windows from existing rear extension, approx. 1960's. Replace with clay pan tile roof and purpose made timber and door, move external door to existing lean to and extension to front elevation and form cloakroom, repair existing log store and move access door change colour of woodwork from dark green to oxford blue.

Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application, subject to a formal application for Listed Building Consent being submitted by the applicant.

(b) Planning decisions confirmed since last meeting:-

Application No: C12/1880

Location: Land West of Units 34-36, Carlton Park Industrial Estate, Ronald Lane, Kelsale-cum-Carlton

Proposal: Change of Use for the erection of industrial units with construction of vehicular access and associated works for a total site area of 3000sqm. Previously Granted under C89/1247, C92/1262 and C95/1034.

The Planning Group **Objected** to this application. This application has been **Granted** by SCDC with 23 Conditions.

Application No: C12/1891

Location: Land East of Rogman Farm, Lowes Hill, Kelsale

Proposal: Installation of one micro scale wind turbine (14.97m to hub, 5.6m diameter blades).

The Planning Group agreed that this application conformed to the current planning guidelines; subject to conditions. This application has been **Refused** by SCDC.

KELSALE-CUM-CARLTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
27th MARCH 2013 AT 7:00PM IN KELSALE VILLAGE HALL, COMMITTEE ROOM

Present: Cllr Keith Dickerson (Chairman)
Cllr Jeni Aird
Cllr Edwina Galloway
Cllr Alan Revell
Cllr Geoff Fordham
Cllr Pam Garratt
Cllr Tim Roberts

In attendance: Joanne Jones – Parish Clerk. District Cllr Marian Andrews.

Welcome by the Chairman

9599. Public Forum

There were no members of the public present.

9600. Reports

(a) Report by County Councillor Rae Leighton

County Cllr Leighton had sent his apologies. No written report had been submitted.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho had sent his apologies and in his absence the Clerk reported that he had asked her to relay his opinions regarding the new bill for the capping of 2% on Town and Parish Council precepts. She stated that he believed for the past three to five years that Parish precepts had been going up, some at an alarming rate and therefore he could understand the reason behind this bill and confirmed that both SCC and SCDC had kept their Council Tax at a 0% increase due to divesting some of their services to Town and Parish Councils. He feels that a 2% capping may not be the right level but does believe that there should be some form of capping implemented in order to stop alarming precept increases from Town and Parish Councils going forward.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews reported that further to the last meeting she had made enquiries regarding the two flagship housing properties in Carlton Road that had been allowed to go up for sale on the open market. She confirmed that there is a covenant on the properties and reported that Flagship Housing had admitted that it had been a mistake to put them up for sale. She gave details regarding an application which had been considered by SCDC's North Sub Committee for the erection of 90 homes in Saxmundham. District Cllr Andrews suggested that once the new County Councillor for Blything had been elected, the Parish Council should consider lobbying him/her in order to encourage improvements to the A12 Carlton Crossing. Finally, District Cllr Andrews reported that the decision to reduce the number of District Councillors to 43 had still not been finalised. The Chairman thanked District Cllr Andrews for her report.

(d) Police Report

The Clerk read the following report:-

There have been no crimes recorded for Kelsale during February 2013 and 2 crimes recorded for Carlton as follows:

Burglary - Other Building (x2): At local caravan park offender has gained access to storage shed and stolen a petrol mower, chainsaw, leaf blower and hedge trimmer. **No further lines of enquiry.**

Finalised.

At a property on Carlton Road a rear garden was entered and tool shed lock forced. No entry gained and nothing taken. **Finalised.**

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Chairman formally opened the meeting at 7:25pm

9601. Apologies

Apologies were accepted from Cllrs Darton, Denny, Hartley, Ireland, Parry and Taylor.

9602. Declarations of Interest

There were none.

a) To Consider any dispensations

There were none.

9603. To Consider and Approve the draft minutes of the Parish Council meeting held on Wednesday 27th February 2013

The draft minutes of the Parish Council meeting held on Wednesday 27th February 2013 had been circulated to all Councillors prior to this meeting and were Proposed for **Approval** by Cllr Aird, Seconded by Cllr Roberts and duly signed by the Chairman as a true record. **6 In Favour, 1 Abstention.**

9604. Parish Clerk's Report

I have been informed by Suffolk County Highways that all the grit bins within the Parish should now have now been refilled.

Suffolk County Highways have confirmed that the flooding on the Main Rd near the entrance to the Recreation Ground is being caused by a ditch within the property of Kelsale Court. I can confirm that I have provided Suffolk County Highways with the relevant homeowner's details in order for them to make further enquiries regarding this matter.

I have been informed by [REDACTED] at Suffolk County Highways that he will be looking into the Council's Speed Limit Restriction requests at the end of March 2013 and therefore I hope to be able to provide further details regarding this matter at the April Council meeting.

Since the last meeting I can confirm that I have written to [REDACTED] at Suffolk Coastal Services regarding the refuse collections and have requested that they consider reverting back to a single collection on a weekly basis.

To advise that I have received a reply from Eastern Facilities Management Solutions regarding the Council's enquiry as to why they do not cut the margins within the Playing Field. I can confirm that they have advised that it is not possible for the driver to manoeuvre safely any nearer to the field perimeter, but as a goodwill gesture they are going to ask the local mobile unit to visit the site periodically throughout the year to tidy up certain areas within the playing field. They have also advised that the margin area along the Main Road side of the field would require a flail cut once a year to tidy this area up and have confirmed the cost for this cut would be £65.00 + VAT.

Finally, to confirm that I have recently submitted a VAT Reclamation to HMRC for £931.46.

9605. Matters Arising from the Clerk's Report

Cllr Revell confirmed that [REDACTED] cut the area of the Recreation Ground along the Main Rd and therefore a flail cut would not be required.

9606. Matters Arising from the Parish Council Meeting held on Wednesday 27th February 2013

6.1. To consider the response to the Sizewell Emergency Consultation

Cllr Roberts circulated a draft response to Council members for their review and gave further details regarding this document. **Approval** for the response to be sent once minor amendments had been carried out was **Unanimously Agreed** by the Council. The Chairman thanked Cllr Roberts for compiling this response on behalf of the Council

6.2. To consider a response to SCDC in respect of the modifications to the Core Strategy

The Chairman circulated a paper regarding this matter and reported that both himself and the Clerk had made enquires to SCDC regarding the future of village envelopes to which he gave details. Cllr Aird raised concerns regarding the current bus service within the village and stated that she felt this could cause concerns regarding future planning applications being considered on the aspect of sustainability. It was agreed that the Clerk would respond to the consultation on behalf of the Council.

6.3. Clarification regarding Councillor Expenses

The Clerk advised that further to the last meeting that she had received an e-mail from Cllr Ireland regarding this matter to which she provided details. She reported that she had now looked into the previous minutes and confirmed that under minute no. 8887 it had been agreed that any Councillor with a portfolio was entitled to claim up to £25.00 per year to which she gave further details. There was a brief discussion whereby Cllr Fordham raised concerns regarding this matter and Cllr Revell stated that he felt that the previous Resolution should be rescinded in order for the Council to reconsider this motion. It was agreed that this matter would be an agenda item at the next Parish Council meeting.

9607. Parish Council Matters

(a) Resolution to Consider and Approve a Contractor to supply a secure storage container to be sited at the Bridge St Recreation Ground

Cllr Revell gave details regarding the quotes received and it was Agreed that the Council would purchase a 2nd hand storage container from Billie Box at the cost of £1,390 plus VAT. Cllr Revell suggested that the ground should be prepared prior to the siting of the container to which he gave details. It was **Approved** that funds up to a maximum of £1,500 could be spent on purchasing a container and preparing the ground. Proposed by Cllr Revell, Seconded by Cllr Roberts. **All in Favour.** It was Agreed that this cost would be allocated from the remaining COIF Funds.

(b) To consider a quotation for improvements to the Recreation Ground entrance

Cllr Revell confirmed that to date he had not obtained any quotes.

9608. Planning Matters

(See Separate Planning Appendix attached).

9609. Financial Matters:

(a) Financial Statement since last meeting

Income/Receipts

Bonfire Event (funds rec from sale of refreshments)	£ 144.10
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Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£ 46.58
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Bank Balances:

Current Account as at 28 th February 2013	£ 7,513.37
Business Reserve as at 28 th February 2013	£12,025.26
Community Energy Co-operative Account as at 31 st Dec 2012	£ 0.19

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

Jo Jones Salary & Expenses	£ 570.93
██████████ Wages (Litter Collector)	£ 60.00
Gipping Press Ltd (Oasis)	£ 233.64
Office Direct Ltd (Grit Bin – Carlton Park)	£ 192.88
Cllr Tim Roberts (LEAF Project Expenses – Carriage Costs)	£ 35.00
HMRC (PAYE – Jo Jones)	£ 11.20

TOTAL £ 1,103.65

The above payments were Proposed for **Approval** for payment by Cllr Garratt, Seconded by Cllr Fordham. **6 in Favour, 1 Abstention.**

Cllr Galloway reported that she was expecting a further invoice for the upgrade to a further two street lights from Pearce and Kemp. It was agreed that any street lighting funds from 2012/13 remaining would be carried over to the next financial year.

(c) Annual Review of the Asset Register

The annual review was carried out and **Approval** was Proposed by Cllr Revell, Seconded by Cllr Roberts. **All in Favour.**

(d) Annual Review of the Internal Financial Control System

The annual review was carried out and **Approval** was Proposed by Cllr Aird, Seconded by Cllr Galloway. **All in Favour.**

(e) Annual Review of the Effectiveness of the Internal Audit

The annual review was carried out and **Approval** was Proposed by Cllr Fordham, Seconded by Cllr Garratt. **All in Favour.**

9610. To Receive a Report from the Community Energy Committee

Cllr Fordham reported that the Committee had now finished taking the images with the thermal imaging camera. Cllr Roberts confirmed that a report regarding the tender to be sent to companies for cheaper energy deals would be given at next meeting. The Chairman reported that he had been asked to give a presentation on the LEAF Project at the Waldringfield fete on 13th April 2013. He also asked permission to loan some of the remaining electricity smart meters to the residents of Waldringfield. There were no objections to this request.

9611. To Receive Reports from Portfolio Holders and Liaison Representatives

New Oasis

Cllr Fordham advised that he had arranged to attend a meeting with Gipping Press regarding the printing of the New Oasis. He confirmed that he was going to request that the deadline is brought forward for the next issue in order to advertise the Coronation Fete.

Coronation Fete Working Group

Cllr Garratt confirmed that she had been elected as Chairman of the Coronation Fete Working Group. She reported that the fete would be held on Saturday 1st June 2013 and raised concerns regarding lack of helpers on the day and therefore requested help from volunteers. In order for the Dog Show to take place on the Recreation Ground Cllr Garratt asked permission for a one day relaxation on the dog ban rules. **Approval** was Proposed by Cllr Garratt, Seconded by Cllr Galloway. **All in Favour.** Cllr Garratt reported that Mr [REDACTED] (Chairman, Village Hall Management Committee) had asked for the Parish Council's views regarding who should be the recipients of any funds raised at the fete. It was Agreed that any funds raised would go to the Village Hall Management Committee. Proposed by Cllr Dickerson, Seconded by Cllr Roberts. **6 in Favour , 1 Abstention.**

Village Hall Management Committee

In Cllr Darton's absence the Clerk reported on their AGM and confirmed that a meeting was due to be scheduled in order for the Committee to discuss submitting a further application to The Big Lottery.

Lych Gate

Cllr Aird reported that permission had now been approved by the Diocese for the work to be carried out to the Lych Gate. She confirmed that tenders were due to be put out and advised that the architect had advised that the works to be carried out would cost approximately £27,500 to which she gave further details including funding for the project.

Recreation Ground

Cllr Aird suggested that a petanque match be held against Saxmundham Town Council and asked District Cllr Andrews to put this suggestion to Saxmundham Town Council for their consideration.

9612. Any Other Matters Arising (For information only)

Cllr Roberts advised that new grants were available for Neighbourhood Plans. The Chairman suggested that this matter may be reconsidered by the Council in the future.

9613. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk.

9614. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 24th April 2013 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 9:00pm

Signed: Chairman Date:

Planning Appendix (since 27th February 2013)

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

Application No: C13/0247

Location: 9 Carlton Road, Kelsale-cum-Carlton. IP17 2NP

Proposal: Erection of three storey side/rear extension and single storey rear extension.

The Planning Committee **Objected** to this application, as follows:-

- The proposal would result in an overdevelopment of the site.
- It would be unneighbourly to neighbours both at the side and rear of this property.
- Concerns were raised regarding the architectural work to this row of cottages being damaged as a result of this proposal.

No decision has been made by SCDC, to date.

(b) Planning decisions confirmed since last meeting:-

Application No: C13/0082

Location: Fordley Meadows, Butchers Road, Kelsale. IP17 2PG

Proposal: Reconstruction and extension to existing stable block

To confirm that two members out of four from the Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application and felt that the proposed extension would be an improvement to the current stabling. However members of the Planning Group did raise concerns regarding this application as follows:-

- Concerns were raised regarding access to the hay loft.
- Concerns were raised regarding parking. The application stated that 2 cars would be parked and it was felt that if 8 horses were to be stabled that sometimes there would be a need for additional vehicles such as horse boxes/lorries.
- Waste Storage – It is stated that none is to be provided and therefore concerns were raised regarding the disposal of horse manure.
- Sewerage – It was noted that rain water and surface water were catered for but concerns were raised regarding washings from the yard that cannot go to soakaways due to contaminants.
- It was also stated within the application that the site is not subject to flooding, however one member of the Planning Group visited the site on 14/2/13 to find that the site was about half covered in standing waters.

No decision has been made by SCDC, to date.

Application No: C13/0081

Location: Faith Gables, Curlew Green. IP17 2RA

Proposal: Proposed single storey rear extension and alterations

Three members of the Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application and felt that by replacing the post-Victorian additions with a much more pleasant extension would only enhance the cottage and bring it up to modern living standards. However, one member of the group did **Object** to the application as follows:-

- It was felt that the proposal would spoil an already ruined traditional Victorian cottage even further, architecturally.

This application has been **Granted** by SCDC with 2 Conditions.

Application No: C13/0046

Location; Carlton Cottage, Carlton Rd. IP17 2QE

Proposal: Increase height of existing chimney stack by taking down to thatch level and rebuilding.

Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application, subject to a formal application for Listed Building Consent being submitted by the applicant. This application has been **Granted** by SCDC with 4 Conditions.

Application No: C13/0047 (Listed Building Consent)

Location: Carlton Cottage, Carlton Rd. IP17 2QE

Proposal: Remove polycarbonate roof, timber windows from existing rear extension, approx 1960's. Replace with clay pan tile roof and purpose made timber and door, move external door to existing lean to and extension to front elevation and form cloakroom, repair existing log store and move access door change colour of woodwork from dark green to oxford blue.

Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application, subject to a formal application for Listed Building Consent being submitted by the applicant.

This application has been **Granted** by SCDC with 4 Conditions.

KELSALE-CUM-CARLTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
24TH APRIL 2013 AT 7:00PM IN KELSALE VILLAGE HALL

Present: Cllr Keith Dickerson (Chairman)
 Cllr Jeni Aird
 Cllr Nick Denny
 Cllr Edwina Galloway
 Cllr Paul Hartley
 Cllr Paul Parry
 Cllr Tim Roberts
 Cllr Ivy Darton
 Cllr Geoff Fordham
 Cllr Pam Garratt
 Cllr Doug Ireland
 Cllr Alan Revell
 Cllr Carolyn Taylor

In attendance: Joanne Jones – Parish Clerk. District Cllrs Marian Andrews and Sir Peter Batho

Welcome by the Chairman

9615. Public Forum

There were no comments from members of the public present.

9616. Reports

(a) Report by County Councillor Rae Leighton

County Cllr Leighton had sent his apologies. No written report had been submitted.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho reported on the proposed reduction of members within SCDC. He provided further details and confirmed that a consultation would now be now running for six weeks in order to assist the Boundary Commission to review this matter. The Chairman thanked District Cllr Sir Peter Batho for his report.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews reported on the National Plan Policy Framework and LDF Core Strategy documents and advised that SCDC have been considering these for several years to which she gave in-depth details. She also gave details regarding the recent modifications made to these documents. The Chairman thanked District Cllr Andrews for her report. The Chairman made enquires to District Cllr Andrews regarding future sustainable development within Kelsale-cum-Carlton and asked if the proposed changes to the village envelope as submitted by the Parish Council would be adopted by SCDC to which Cllr Andrews responded.

(d) Police Report

The Clerk read the following report:-

There have been no crimes recorded for Kelsale and 1 for Carlton during March, 2013 as follows:
 Theft – Other: At Carlton Park Industrial Estate approximately 20 wooden pallets were stolen from outside a business. **Enquiries ongoing.**

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Chairman formally opened the meeting at 7:29pm

9617. Apologies

There were none.

9618. Declarations of Interest

Cllr Taylor declared a non-pecuniary interest in Planning Application C13/0585.

a) To Consider any dispensations

There were none.

9619. To Consider and Approve the draft minutes of the Parish Council meeting held on Wednesday 27th March 2013

The draft minutes of the Parish Council meeting held on Wednesday 27th March 2013 had been circulated to all Councillors prior to this meeting and were Proposed for **Approval** by Cllr Garratt, Seconded by Cllr Roberts and duly signed by the Chairman as a true record. **7 In Favour, 6 Abstentions.**

9620. Parish Clerk's Report

To advise in preparation for the Coronation Fete I have requested that Eastern Facilities Management Services cut the grass on the Recreation Ground prior to the event and have also requested that Suffolk Coastal Services have the road sweeping lorry sweep Bridge St. I can now confirm that I have received the following response from [REDACTED] at SCS:- 'This area is not due for sweeping till after this date but I will get this swept a few days before to assist you with the fete'.

Since the last PC meeting I have chased [REDACTED] SCDC for an update on the draft lease for the Low Rd Car Park and confirm that I have received the following reply:- 'I've chased up the solicitor dealing with this, unfortunately he has been extremely busy lately, but he has said he will get round to looking at this shortly. I would therefore expect that you'll receive a draft lease within the next 14 days'.

To confirm that I have sent all the Annual Parish Meeting invites to the various village organisations and the Suffolk Flora Preservation Trust. I have also advertised the meeting on both noticeboards and also arranged for the printing of a flyer in order for this to be distributed.

9621. Matters Arising from the Clerk's Report

It was agreed that the Annual Parish Meeting flyer would be distributed by Parish Council members.

9622. Matters Arising from the Parish Council Meeting held on Wednesday 27th March 2013

The Clerk had tabled for all Councillors the response received from Suffolk Coastal Services regarding the refuse collections with Kelsale-cum-Carlton. There was a brief discussion whereby Cllr Garratt raised concerns that the bins had not been collected in Curlew Green again this week. Cllr Ireland informed the Parish Council that the refuse vehicles used were leased by Suffolk Coastal Services and that one particular vehicle has had problems recently, always whilst collecting within Kelsale. He also confirmed that the number of crew in each vehicle had been reduced. It was agreed that the Clerk would write again to Suffolk Coastal Services in order to acknowledge the notification of the forthcoming review of this service due to take place in July 2013. Cllr Marian Andrews gave further information regarding this matter and confirmed that the collections are driven by a computer programme.

Cllr Revell reported that Billie Box had confirmed to the Clerk that they could only store the storage container free of charge until 30th April 2013 and thereafter there would be a charge of £1 per day applicable. He therefore suggested that the container could be delivered and temporary sited at the back of the Low Rd Car Park until the ground on the Recreation Ground had been prepared. It was agreed that the Clerk would contact [REDACTED] at SCDC in order to request permission.

9623. Parish Council Matters

(a) Resolution to rescind and replace the motion approved under minute number 8887 in respect of Councillor Expenses

The Chairman and Cllr Fordham gave details regarding this matter and it was agreed that this item would be Withdrawn

(b) To consider a quotation for improvements to the Recreation Ground entrance

Cllr Revell advised that he was awaiting a quote from NJB Contractors to extend the matting at the entrance to the Recreation Ground and confirmed that he would report back once this had been received.

(c) To consider Speeding Calming measures at Curlew Green

Cllr Garratt gave details regarding this matter and stated that she felt that the National Speed Limit de-restricted sign in this area should be removed. Cllr Ireland stated that Parish Council should support the views of Parishioners and therefore it was agreed that the Clerk would write to Mr [REDACTED], SCC, Therese Coffey, MP and Mr [REDACTED], SCC in order to request that a further review of the current speed restrictions within this area was carried out.

9624. Planning Matters

(See Separate Planning Appendix attached).

The Chairman ***closed the meeting*** in order to consider the following planning application:-

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

A member of the public confirmed that he lived in very close proximity to the proposed development and raised several concerns regarding traffic, access and the sustainability in respect of this application. [REDACTED] (the applicant) gave details regarding the application and confirmed that parents in this area had been requesting a school of this kind to be implemented within the area. Cllr Aird raised concerns regarding the fact that the application refers to a free school in Ipswich which does not exist. Cllr Taylor raised concerns regarding the future of Kelsale Primary School if this school was to be a free school. [REDACTED] assured Cllr Taylor that there were no proposals for this school to expand from the numbers stated as within the application. Cllr Hartley raised concerns regarding the increased traffic problems at the proposed site.

The Chairman thanked the members of the public for their comments and ***re-convened the meeting***.

It was agreed that the Clerk would respond to this application in order to highlight the following concerns:- Increased Road traffic, Access to the Site, Sustainability, Impact on Local Schools, Sewerage issues, Building on an Agricultural Brownfield site.

It was agreed that the Clerk would circulate the draft response before submitting it to SCDC.

The Clerk gave details of correspondence received regarding Planning Application C12/1891 and confirmed that an appeal had been made to the Secretary of State in respect of the decision that had been made regarding this application.

9625. Financial Matters:

(a) Financial Statement since last meeting

Income/Receipts

VAT Reclamation	£ 931.46
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Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£ 51.57
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Bank Balances:

Current Account as at 31 st March 2013	£ 6,735.41
Business Reserve as at 31 st March 2013	£12,025.26
Community Energy Co-operative Account as at 31 st March 2013	£ 0.50

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

Jo Jones Salary & Expenses	£ 497.60
██████████ Wages (Litter Collector)	£ 60.00
Kelsale Village Hall	£ 30.00
SALC (Annual Subscription)	£ 367.00
CPRE (Annual Subscription)	£ 29.00
HMRC (PAYE – Jo Jones)	£ 83.40
Billie Box (Secure storage container)	£ 1,668.00
Cllr Keith Dickerson (Mileage Expenses)	£ 17.10

TOTAL£ 2,752.10

The above payments were Proposed for **Approval** for payment by Cllr Roberts, Seconded by Cllr Revell. **All in Favour.**

9626. To Receive a Report from the Community Energy Committee

Cllr Fordham advised that he had been approached by a firm of researchers appointed by DECC who had asked if the Community Energy Committee would be part of a Case Study to which he confirmed they would be willing to take part. Cllr Roberts circulated a copy of the Expression of Interest letter in which had been distributed by the Community Energy Committee to various companies in order to try and find cheaper energy for the Parish to which he provided details.

9627. To receive an update from the Coronation Fete Working Group

Cllr Garratt circulated a paper regarding the event. Cllrs Garratt and Galloway gave details regarding the event and urged Councillors to volunteer their services and support on the day. Cllr Roberts advised that a local resident had expressed an interest in providing the PA system and children's activities through a local radio station. Cllr Galloway stated that she felt due to the timeframe that this offer would have to be declined but the Council expressed thanks to the local resident and requested that Cllr Roberts should ask if they would be willing to assist with the Annual Firework Event. It was agreed that Council members would donate towards a hamper prize and Cllr Taylor volunteered to co-ordinate producing this prize. The Chairman thanked the Coronation Fete Working Group for all their hard work to mastermind this event.

9628. To Receive Reports from Portfolio Holders and Liaison Representatives

Grit/Dog Bins

Cllr Denny confirmed that he had received a request from a local resident asking if a grit bin could be purchased and sited at the end of Low Rd. There was a brief discussion and it was agreed a grit bin would be purchased subject to a licence being issued by SCC. The Clerk confirmed that she would apply to SCC for the relevant grit bin licence.

New Oasis

Cllr Darton confirmed that she had now supplied Cllr Fordham with all the information needed for him to take over the Editors position and wished Cllr Fordham every success. Cllr Fordham confirmed that the deadline for articles for the next edition was 13th May 2013.

Village Hall Management Committee

Cllr Darton confirmed that the Committee would not be applying for a grant from the Suffolk Foundation Improved and Proved Fund. She confirmed that the Committee had been invited by the Big Lottery to attend a Network Meeting on 17th May 2013.

Recreation Ground

Cllr Aird gave details regarding the position of the proposed new benches due to be sited near the petanque pitch.

Lych Gate

Cllr Aird advised that she had distributed a letter to all Councillors in order to request their help and advice regarding funding opportunities for the restoration of the Lych Gate.

Kelsale Welfare Trust

Cllr Aird confirmed that a meeting was due to take place in early May and encouraged Councillors to provide details to a member of the Trustees if they know of anyone who they felt could benefit from the trust.

Emergency Officer

Cllr Roberts circulated a reply received from Suffolk Resilience in response to his recent reply to their consultation and provided further details regarding this matter.

Environment, Heritage and Access

Cllr Parry advised that both himself and the Clerk had spoken to the landowner regarding the overgrown hedge at Southview and confirmed that the landowner was disputing that this hedge was his responsibility. Cllr Parry volunteered to contact Suffolk County Highways regarding this matter. Cllr Revell stated that the hedge was continuing to cause difficulty for cyclists/pedestrians. Cllr Ireland raised concerns regarding an oak tree with an overhanging branch close to Maple Farm. The Clerk confirmed that she would look into this matter. Cllr Hartley reported that the traffic islands at the Carlton Crossing had now been repaired.

Sizewell C

Cllr Galloway reported that she was due to attend a Community Forum regarding Sizewell C.

The Chairman asked permission to Suspend Standing Orders in order to continue the meeting. This was **Approved** by the Council.

9629. **Any Other Matters Arising (For information only)**

Cllr Ireland raised concerns regarding litter within the Low Rd car park and asked the Clerk if she had written to the litter collector in order to request that he included this area within his round. The Clerk confirmed that she had written to him and stated that she would write again regarding this matter.

9613. **Correspondence**

Correspondence received since the last meeting had been tabled by the Clerk.

9614. **Date of next Meeting**

The Annual Parish Meeting will be held on Wednesday 8th May 2013 at 7:00pm in Kelsale Village Hall and the Annual Meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 29th May 2013 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 9:30pm

Signed: Chairman **Date:**

Planning Appendix (since 27th March 2013)

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

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 new dwellings to the rear of the existing bungalow, amending details as Approved under Planning Consent C12/0336

(Currently being circulated amongst Planning Group)

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

To be considered at the Parish Council meeting on Wednesday 24th April 2013

Application No: C13/0595

Location: Corner Cottage, Dorleys Corner, Kelsale-cum-Carlton. IP17 2QZ

Proposal: Erection of single-storey extension to the kitchen and two-storey extension creating living space.

(Currently being circulated amongst the Planning Group)

Application No: C13/0422

Location: The Walnuts, Dorleys Corner, Kelsale-cum-Carlton. IP17 2QZ

Proposal: Rebuild/redevelopment and extension of an existing outbuilding to provide additional accommodation and the provision of a 3 bay garage.

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

(b) Planning decisions confirmed since last meeting:-

Application No: C13/0247

Location: 9 Carlton Road, Kelsale-cum-Carlton. IP17 2NP

Proposal: Erection of three storey side/rear extension and single storey rear extension.

The Planning Committee **Objected** to this application, as follows:-

- The proposal would result in an overdevelopment of the site.
- It would be unneighbourly to neighbours both at the side and rear of this property.
- Concerns were raised regarding the architectural work to this row of cottages being damaged as a result of this proposal.

No decision has been made by SCDC, to date.

Application No: C13/0082

Location: Fordley Meadows, Butchers Road, Kelsale. IP17 2PG

Proposal: Reconstruction and extension to existing stable block

To confirm that two members out of four from the Kelsale-cum-Carlton Parish Council Planning Group had **No Objections** to this application and felt that the proposed extension would be an improvement to the current stabling.

However some members of the Planning Group did raise concerns regarding this application as follows:-

- Concerns were raised regarding access to the hay loft.
- Concerns were raised regarding parking. The application stated that 2 cars would be parked and it was felt that if 8 horses were to be stabled that sometimes there would be a need for additional vehicles such as horse boxes/lorries.
- Waste Storage – It is stated that none is to be provided and therefore concerns were raised regarding the disposal of horse manure.
- Sewerage – It was noted that rain water and surface water were catered for but concerns were raised regarding washings from the yard that cannot go to soakaways due to contaminants.
- It was also stated within the application that the site is not subject to flooding, however one member of the Planning Group visited the site on 14/2/13 to find that the site was about half covered in standing waters.

This application has been **Granted** by SCDC with 3 Conditions.

KELSALE-CUM-CARLTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
29th MAY 2013 FOLLOWING THE ANNUAL MEETING OF THE COUNCIL IN
KELSALE VILLAGE HALL, COMMITTEE ROOM

Present: Cllr Keith Dickerson (Chairman)
 Cllr Jeni Aird
 Cllr Geoff Fordham
 Cllr Pam Garratt
 Cllr Doug Ireland
 Cllr Alan Revell
 Cllr Carolyn Taylor
 Cllr Nick Denny
 Cllr Edwina Galloway
 Cllr Paul Hartley
 Cllr Paul Parry
 Cllr Tim Roberts

In attendance: Joanne Jones – Parish Clerk. County Cllr Michael Gower. 2 members of the public were present.

Welcome by the Chairman

9621. Public Forum

There were no comments from members of the public present.

9622. Reports

(a) Report by County Councillor Michael Gower

The Chairman welcomed County Cllr Michael Gower to the meeting. County Cllr Gower gave details regarding his background and reported the current focus at SCC is rolling out better broadband across Suffolk and ensuring that SCC deliver the right decisions regarding the future of education within Suffolk to which he gave details. The Chairman thanked County Cllr Gower for his report.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho had sent his apologies. No written report had been submitted.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews had sent her apologies. No written report had been submitted.

(d) Police Report

The Clerk read the following report:-

During April 2013 there have been 2 crimes for Kelsale and none for Carlton.
 Kelsale:-

Arson: At the entrance to the Church a black plastic bag was placed on top of wheelie bin under the thatched arch and lit. Finalised.

Criminal Damage-Vehicle: Whilst parked in street vehicle was punched, leaving a dent in nearside bodywork. Dealt with via Community Resolution.

I would just like to urge everyone to check any outbuildings they may have, as we have recently had a number of thefts in the SNT area from insecure sheds and other buildings, where tools and garden equipment has been taken.

PCSO3070 Thora Taylor
 Saxmundham and Framlingham SNT
Saxfram.snt@suffolk.pnn.police.uk
 01473 613500 or 101

The Chairman formally opened the meeting at 7:22pm

9623. Apologies

There were none.

9624. Declarations of Interest

There were none.

a) To Consider any dispensations

There were none.

9625. To Consider and Approve the draft minutes of the Parish Council meeting held on Wednesday 24th April 2013

The draft minutes of the Parish Council meeting held on Wednesday 24th April 2013 had been circulated to all Councillors prior to this meeting but unfortunately some Councillors had not received these minutes. It was therefore Agreed that the Approval of these minutes would be deferred until the next meeting. **All in Favour.**

9626. Parish Clerk's Report

To confirm that the storage container purchased from Billie Box has now been delivered to Low Rd Car Park. I have also now received the licence from SCDC and confirm that this expires on 13th June 2013.

Further to [REDACTED] recent resignation I have received an e-mail from [REDACTED] thanking the Council for the flowers received.

Further to the last Parish Council meeting I have written to SCC regarding the speed limits at Curlew Green and can confirm that I have received a reply from SCC informing me that this matter will be dealt with by [REDACTED] who should be contacting me within the next 4 weeks. I can also confirm that I have received an acknowledgement from Therese Coffey, MP in respect of this matter.

I have received correspondence from SALC recommending that all Town and Parish Councils should adopt a Child Protection Policy. I am familiar with these policies and suggest that I compile a draft policy for the Council to consider at the June Council meeting.

9627. Matters Arising from the Clerk's Report

There was a brief discussion regarding the recommendation from SALC and it was Agreed that the Clerk would compile a draft Child Protection policy for the Council to consider at the June Council meeting.

9628. Matters Arising from the Parish Council Meeting held on Wednesday 24th April 2013

Cllr Revell confirmed that he had now received a quote from NJB Contractors to extend the grass matting at the Recreation Ground entrance to which he gave details. It was Agreed that the Clerk would obtain a further quotation from Nice Touch Landscapes in order for this matter to be considered as an agenda item at the next Parish Council meeting.

9629. Parish Council Matters

(a) To consider draft lease - Low Road Car Park

The Chairman and the Clerk gave details regarding the draft lease. There was a brief discussion and it was Agreed that the Clerk would liaise with Argent & Sons in order to request a quote for having them look over the draft lease. Proposed by Cllr Dickerson, Seconded by Cllr Revell. **All in Favour.** It was also Agreed that the Clerk would inform all Councillors of the costs involved before proceeding.

9630. Planning Matters

(See Separate Planning Appendix attached).

(a) To consider correspondence received regarding land beside the B1121 Main Road

The Chairman *closed the meeting* in order to allow **Mr David Rowe** (the Landowner) to comment. **David Rowe** gave details regarding the land in question and past history regarding his intentions to build a single dwelling on this land. He confirmed that he had spoken to **Patsy Dobson** at SCDC who had confirmed that if the Parish Council were in support of his proposed planning application then this would go in his favour. The Chairman confirmed that at a public meeting on the LDF Site Specific Allocations held 4 years ago (9 February 2009) two sites were agreed for development including this one. He also confirmed that this piece of land had been included within the re-drawn village envelope that had been agreed by the Parish Council and submitted to SCDC in 2011, but this had not yet been adopted. The Chairman thanked **David Rowe** for his comments *and reconvened the meeting*.

There was a brief discussion and Cllr Hartley gave details regarding a site to the North of Beaumont Cottages which could be used for affordable housing. It was agreed that the Parish Council would in principle support a planning application and recommended that **David Rowe** submit one. County Cllr Gower suggested that **David Rowe** should submit his application to SCDC as soon as possible.

Concerns were raised regarding Planning Application C13/0595. It was agreed that the Clerk would write to **Philip Ridley** regarding this application. It was also agreed that the Clerk would chase SCDC for further details regarding enforcement at Carlton Meres and works being carried out at Bridge Farm.

9631. Financial Matters:**(a) Financial Statement since last meeting****Income/Receipts**

SCDC – 1 st half Precept + Local Government Grant	£10,502.25
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Expenditure

EON Energy (Street Lighting)	£ 49.91
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Bank Balances:

Current Account as at 30 th April 2013	£16,514.30
Business Reserve as at 30 th April 2013	£12,025.26
Community Energy Co-operative Account as at 30 th April 2013	£ 0.50

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

Jo Jones Salary & Expenses (May 2013)	£ 520.03
██████████ Wages (Litter Collector)	£ 75.00
Suffolk Acre (Annual Subscription)	£ 30.00
HMRC (PAYE – Jo Jones)	£ 83.40
Kings Landscaping (Sleepers for benches – Rec Ground)	£ 28.20
SCDC (Printing of APM Flyers)	£ 13.15
Cllr Nick Denny (APM Refreshments)	£ 21.60
Suffolk Acre Services (PC Insurance Renewal)	£ 1,220.28
J T Pegg & Sons (Materials for pads – Storage Box, Rec Grd)	£ 51.42
██████████ (Labour & Machinery assistance for pads – as above)	£ 50.00
██████████ (Maintenance April & May Recreation Ground)	£ 130.00
Sizewell Parishes Liaison Group (Annual Subscription)	£ 30.00
Heelis & Lodge (Internal Audit Fee)	£ 155.00
Good Measures Ltd (Postage & Stationary fees –EOI) (LEAF)	£ 66.47
Suffolk Acre Services (Coronation Fete Insurance Premium)	£ 37.10
Suffolk Flora Preservation Trust (Annual Donation s.137)	£ 100.00
TOTAL	£ 2,611.65

Approval for the above payments was Proposed by Cllr Aird, Seconded by Cllr Hartley. **7 in Favour, 4 Abstentions, 1 Against.**

(c) To Approve the 2012/13 End of year Accounts

This document had been circulated to all Councillors prior to the meeting and **Approval** for the 2012/13 End of Year Accounts was Proposed by Cllr Denny, Seconded by Cllr Garratt. **All in Favour.**

(d) To Approve Section 1 of the Local Councils Annual Return

This document had been tabled for all Councillors. Cllr Galloway asked for clarification on whether everything was up to date on the Charities Commission in respect of the Recreation Ground. Cllr Ireland gave details and kindly volunteered to look into this matter. **Approval** for Section 1 of the Local Councils Annual Return was Proposed by Cllr Ireland, Seconded by Cllr Taylor. **All in Favour.**

(e) To Approve Section 2 of the Local Councils Annual Return

This document had been tabled for all Councillors. **Approval** for Section 2 of the Local Councils Annual Return was Proposed by Cllr Denny, Seconded by Cllr Aird. **All in Favour.**

(f) Parish Council Insurance Renewal

The Clerk/RFO gave details regarding the renewal quote received and confirmed that the reason for the increase in premium was due to the additional assets added in 2012/13. There was a brief discussion and it was Agreed that a complete review of the insurance policy would be considered at the April 2014 Parish Council meeting. **Approval** for the renewal quotation for £1,235.37 was **Agreed Unanimously** by the Council.

9632. To Receive a Report from the Community Energy Committee

Cllr Roberts had tabled a report giving details of Community Energy projects carried out to date. (Full copy of the report attached to the minutes). The Chairman thanked Cllr Roberts for his report.

9633. To receive an update from the Coronation Fete Working Group

Cllr Garratt gave details regarding the event. Cllr Galloway gave details regarding the Dog Show to be held at the event and Cllr Roberts reported on the proposed Petanque match. On behalf of the Parish Council the Chairman thanked the Coronation Fete Working Group for all their hard work in organising this event.

9634. To Receive Reports from Portfolio Holders and Liaison Representatives

Village Hall Management Committee

██████████ had sent the following report:-

A new Committee member was elected being Eileen Cuthbert representing the Art Club.

Robert Horn - Suffolk Community Action met ██████████ and ██████████ regarding grants, to see whether he could help. He was most impressed by the fact that the Committee Room was so busy (Market, Parish Council Members, Post Office, Library and Coffee Morning) he asked to tour upstairs. He took away the report by Elizabeth Martin plus the plans drawn up for the Lottery bid and said he would be in touch shortly.

General maintenance details were discussed amongst the Committee and it was confirmed that a new water heater for the downstairs kitchen would be installed. First aid kits have been purchased and installed in the respective kitchens. Coronation Fete – ██████████ had asked for help on the day. Art Show raised £327 and the Music Evening raised £221.

David Granville-George announced that it was his intention to stand down as Chairman after the AGM in March 2014. Date of next Meeting - 18th June at 7:30pm.

Environment, Heritage and Access

Cllr Garratt reported that she had contacted SCC regarding overgrown footpaths within the Parish. Cllr Hartley raised concerns regarding a parked vehicle on the Carlton Crossing which is up For Sale. It was Agreed that the Clerk would report this matter to Suffolk Constabulary in order for them to contact the vendor to remind them that this land belongs to SCC. Cllr Parry reported that SCC had advised that the overgrown hedge at Southview should not be cut back until after the nesting season. It was Agreed that the Clerk would contact the landowner regarding this matter.

Publicity Officer

Cllr Fordham confirmed that he had inserted an advertisement within the EADT and Coastal Scene Newspapers in order to advertise the Coronation Fete. He also reported that his first edition of the New Oasis had now been published and delivered. Cllr Garratt thanked Cllr Fordham's for all his hard work carried out on publicising the Coronation Fete.

Lych Gate

Cllr Aird reported that a display had now been erected within the church providing details of some of the history of the Lych Gate. She also confirmed that some donations towards the restoration had been received.

Recreation Ground

Cllr Revell reported that he had recently received a request from a local resident who would like to plant a tree within the Recreation Ground in memory of his mother. There were **No Objections** to this request and it was Agreed that Cllrs Aird, Revell and Denny would consider an appropriate position for the tree to be planted. Finally, Cllr Revell gave details regarding the siting of the recently purchased storage container and confirmed that it was due to be sited on Friday 31st May 2013.

9635. **Any Other Matters Arising**

The Clerk asked if there would be any objections for the date of the October 2013 meeting date to be changed from 30th October 2013 to 23rd October 2013. **Approval** was Proposed by Cllr Dickerson, Seconded by Cllr Garratt. **10 in Favour, 2 Against. Carried.**

9636. **Correspondence**

Correspondence received since the last meeting had been tabled by the Clerk.

9614. **Date of next Meeting**

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 26th June 2013 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 9:15pm

Signed: Chairman **Date:**

Planning Appendix (since 24th April 2013)

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

Application No: C13/0834

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Demolition of existing bungalow and erection of 2 no. new bungalows with additional accommodation within the roof space.

The Planning Group felt that this application would be an overdevelopment of the site. Concerns were also raised regarding the contamination questionnaire, a hedge within the garden of Brindles, the sewerage system to the site and also regarding the increased traffic flow. No decision has been made by SCDC, to date.

(b) Planning decisions confirmed since last meeting:-

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 new dwellings to the rear of the existing bungalow, amending details as Approved under Planning Consent C12/0336

The Planning Group felt that the proposal would be an overdevelopment of the site and would not address the affordable housing needs within the village.

Concerns were raised that the Flood Risk Assessment had not been updated and therefore drainage and flooding could be a problem. A member of the group stated that he had seen parts of the proposed site flooded with standing water during the past few months. It was also felt that the proposal would not be in keeping with surrounding properties or the village and therefore would be inappropriate for this site. It was also felt that the back gardens would be too small. No decision has been made by SCDC, to date.

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied “close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: “Premises are outside the settlement of Saxmundham but “close proximity” to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh”, all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to “Sustainable development” but a “Free Primary School for 35 – 50 children” aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1.

There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasenhall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends. The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

Application No: C13/0585 cont.....

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasenhall Rd), by a narrow track cul de sac lane leading to Hall Farm.

Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a “much wider area” including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils’ homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a “feeder school” has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys’ toilets on the ground floor and likewise no girls’ toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom. The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. No decision has been made by SCDC, to date.

Application No: C13/0595

Location: Corner Cottage, Dorleys Corner, Kelsale-cum-Carlton. IP17 2QZ

Proposal: Erection of single-storey extension to the kitchen and two-storey extension creating living space.

The Planning Group **Objected** to this application. This application has been **Granted** by SCDC with 2 Conditions

Application No: C13/0422

Location: The Walnuts, Dorleys Corner, Kelsale-cum-Carlton. IP17 2QZ

Proposal: Rebuild/redevelopment and extension of an existing outbuilding to provide additional accommodation and the provision of a 3 bay garage.

The Planning Group had **No Objections** to this application. This application has been **Granted** by SCDC with 5 Conditions.

Application No: C13/0247

Location: 9 Carlton Road, Kelsale-cum-Carlton. IP17 2NP

Proposal: Erection of three storey side/rear extension and single storey rear extension.

The Planning Committee **Objected** to this application, as follows:-

- The proposal would result in an overdevelopment of the site.
- It would be unneighbourly to neighbours both at the side and rear of this property.
- Concerns were raised regarding the architectural work to this row of cottages being damaged as a result of this proposal.

No decision has been made by SCDC, to date.

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
26th JUNE 2013 IN KELSALE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM

Present: Cllr Keith Dickerson (Chairman)
Cllr Jeni Aird
Cllr Geoff Fordham
Cllr Pam Garratt
Cllr Doug Ireland
Cllr Alan Revell
Cllr Nick Denny
Cllr Edwina Galloway
Cllr Paul Hartley
Cllr Paul Parry
Cllr Carolyn Taylor

In attendance: Joanne Jones – Parish Clerk. District Cllrs Marian Andrews and Sir Peter Batho .
2 members of the public were present.

Welcome by the Chairman

9638. Public Forum

The members of public present gave details regarding a music festival being held at Peakhill Farm, Kelsale on 6/7th September 2013. They reported they had been working in conjunction with SCDC and Suffolk County Highways in order to organise the event to which they gave details. They confirmed that adequate parking would be available on site and that traffic would be directed away from the centre of the village on the day. They also advised that sound checks had been carried out and that Environmental Health would be carrying out further checks prior to the event. The Chairman thanked the members of the public for the information provided and wished them every success for the event.

9639. Reports

(a) Report by County Councillor Michael Gower

County Cllr Michael Gower had sent his apologies. No written report had been submitted.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho reported on a recent meeting which he had attended with regards to Councillors registering their declaration of interests online, and urged any Councillors who had not entered their details to do so as soon as possible. The Chairman thanked District Cllr Sir Peter Batho for his report.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews reported that SCDC were due to meet on Friday 5th July 2013 in order to adopt the revised LDF Core Strategy Policy. The Chairman thanked District Cllr Marian Andrews for her report.

(d) Police Report

PCSO [REDACTED] read the following report:-

There have been no crimes for either village during May 2013. She reported that to date, there had been one crime for Kelsale, as follows:- Car turned over on Clay Hills as result of a drink driving offence. Cllr Hartley raised concerns regarding an accident that had occurred at the Carlton Crossing and asked PCSO [REDACTED] to look into details regarding this matter. The Chairman raised concerns regarding the crime that had taken place at the Lych Gate to which PCSO [REDACTED] confirmed that, as there had been no witnesses or evidence that could be followed up, this crime had been finalised.

The Chairman asked PCSO [REDACTED] to explain the definition of a 'finalised' crime to which she gave details. The Chairman thanked PCSO [REDACTED] for her report.

PCSO3070 [REDACTED]

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Chairman formally opened the meeting at 7:21pm

9640. Apologies

Apologies were received from Cllr Roberts.

9641. Declarations of Interest

Cllr Denny declared a Non-Pecuniary interest in Planning Application C13/1049. The Chairman declared a Non-Pecuniary interest in Planning Application C13/1049. Cllr Revell declared a Non-Pecuniary interest in Planning Application C13/1049.

Cllr's Revell and Denny declared a Pecuniary Interest in Planning Application C13/0834

a) To Consider any dispensations

There were none.

9642. To Consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 24th April 2013 and the draft minutes of the Annual Meeting of the Council and the Parish Council meeting that followed this meeting on Wednesday 29th May 2013

The draft minutes of the Parish Council meeting held on Wednesday 24th April 2013 had been circulated to all Councillors prior to this meeting and **Approval** was Proposed by Cllr Aird, Seconded by Cllr Galloway. **All in Favour.**

The draft minutes of the Annual Meeting of the Council and the Parish Council meeting that followed this meeting held on Wednesday 29th May 2013 had been circulated to all Councillors prior to the meeting and **Approval** was Proposed by Cllr Denny, Seconded by Cllr Aird. **All in Favour.**

9643. Parish Clerk's Report

The Clerk reported that further to the recent correspondence received from SALC regarding Child Protection Policies that it had been confirmed that Town & Parish Councils automatically Adopt and follow SCC's Policy. Finally she reported that it had been confirmed by SCDC that the Parish Council vacancy as a result of [REDACTED] resignation could be filled by the means of a co-option.

9644. Matters Arising from the Clerk's Report

It was agreed that going forward Cllr Taylor would be responsible for Safeguarding and Child Protection matters.

9645. Matters Arising from the Parish Council Meeting held on Wednesday 29th May 2013

The Chairman reported that a card had been sent to the CEO at SCDC regarding the outcome of the lack of enforcement taken with regards to Carlton Meres Country Park. Cllr Garratt asked the Clerk if she had heard from SCC regarding the speeding issues at Curlew Green. The Clerk confirmed that to date she had not heard from SCC and confirmed she would chase [REDACTED] regarding this matter. Cllr Galloway reported that Cllr Ireland had provided her with some very interesting Charity Commission information in respect of the Recreation Ground which she had requested the Clerk to look into.

9646. Parish Council Matters

(a) Resolution to Approve the Council spending £275.00 for a solicitor to review and report on the draft lease for the Low Road Car Park

The Chairman confirmed that the Clerk had asked both Argent & Sons and J. S. Pulham Solicitors for quotes. Cllr Hartley proposed that the Council continue to engage the services of the Council's Solicitor Argent & Son to carry out this work for the Council, Seconded by Cllr Fordham. **All in Favour.**

(b) To consider correspondence received from a resident regarding verge cutting in the Parish

The Clerk had forwarded an e-mail to all Councillors from a local resident regarding verge cutting within the Parish. Cllr Galloway gave further details regarding this matter and confirmed that she had asked SCC for a copy of their verge cutting policy which she was still waiting to receive. There was a discussion and concerns were raised regarding pedestrian safety. Cllr Denny referred to the result of the Parish Plan and stated that Parishioners wanted to see the verges kept cut and looking neat and tidy. The Chairman stated that he wanted the Parish Council to have more control over the timing and frequency of verge cutting. Cllr Ireland confirmed that an agreement could be looked into with SCC in order to designate certain verges as Wayside Reserves to which Cllr Parry gave further details. Cllr Parry agreed to produce some guidelines on verge cutting for the Parish Council to consider at a future meeting taking both biodiversity and safety into account. Cllr Fordham felt that it would also be useful to put an article in a future edition of the New Oasis on when and how often the verges should be cut in order to encourage wildlife.

(c) To consider correspondence received from SCDC Environmental Health Department regarding the ditch leading to The Gull in Sandy Lane, Kelsale

The Clerk had forwarded an e-mail from [REDACTED], SCDC to all Councillors regarding this matter. Cllr Ireland stated that to his understanding a former resident had agreed to give up part of his garden in order for a sewerage system to be installed. Cllr Hartley gave further details regarding the proposed sewerage system and confirmed that Anglian Water had confirmed these works would not be carried out within the next 10 years. Cllr Revell gave details regarding the current sewerage system within this area and confirmed that the proposals had been made for a small treatment plant to be installed on the former resident's land. There was a brief discussion and it was agreed that the way forward would be to respond to [REDACTED] to request that he discusses this matter with Anglian Water as it was not the Parish Council's responsibility.

9647. Planning Matters

(See Separate Planning Appendix attached).

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

Cllr Ireland confirmed that he had made an observation regarding this application and raised concerns regarding damage being caused to Carlton Green whilst the installation is carried out. He requested that the Clerk should also point out to Flagship Housing and SCDC that the Parish Council own Carlton Green and therefore consent should be sought for vehicular access.

Cllr Aird raised concerns regarding SCDC not taking into account the Planning Group's comments. The Chairman asked District Cllr Marian Andrews and Sir Peter Batho if it would be beneficial to recommend them to put forward any future applications with concerns to the North Sub-Committee. Cllr Andrews agreed this would be beneficial and urged the Clerk to write to herself in respect of any future applications.

9648. Financial Matters:

(a) Financial Statement since last meeting

Income/Receipts

Bonfire Event Refreshments	£	16.00
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Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£	51.57
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Bank Balances:

Current Account as at 31 st May 2013	£14,236.89
Business Saver Account as at 31 st May 2013	£12,026.76
Community Energy Co-operative Account as at 31 st May 2013	£ 0.50

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

Jo Jones Salary & Expenses	£ 500.78
██████████ Wages (Litter Collector)	£ 60.00
HMRC– Jo Jones)	£ 83.40
Kelsale Village Hall (Hall Hire)	£ 60.00
Pearce & Kemp (Supply & fit replacement lantern – 3 Beaumont)	£ 378.00
Pearce & Kemp (Supply & fit replacement lantern - 36 Beaumont)	£ 378.00
Gipping Press Ltd (New Oasis – June 2013)	£ 244.56
TOTAL	£ 1,704.74

Approval for the above was Proposed by Cllr Revell, Seconded by Cllr Denny. **All in Favour.**

9649. To Receive a Report from the Community Energy Committee

Cllr Fordham advised that the Committee had received a large number of responses to the Expression of Interest letter and confirmed that a meeting would be held in the near future to discuss this matter further.

9650. To receive an update from the Coronation Fete Working Group

Cllr Garratt had circulated details (including financial information) regarding the event and confirmed that the fete had raised £1,389.63. She informed the Parish Council that £300.00 had been donated by SCDC towards the event and suggested that the Parish Council should consider giving a donation to Kelsale FC from the proceeds. Cllr Revell gave details regarding the financial position of the Football Club and it was Proposed by Cllr Garratt that up to £300 should be given as a one off payment in negotiation with the VHMC, Seconded by Cllr Taylor. **10 in Favour, 1 Abstention.** Cllr Denny suggested that the Football Club should also ask County Cllr Gower for a grant from his Locality Budget. It was agreed that future community events should be hosted jointly by the Parish Council and VHMC. Cllr Galloway raised concerns regarding the funds for the fete being held in a separate account from the Parish Council to which she gave details. It was agreed that these funds should continue to be kept in the separate account but an annual return should be made to the Parish Council as Custodian Trustees.

9651. To Receive Reports from Portfolio Holders and Liaison Representatives**Recreation Ground**

Cllr Revell advised that he had now spoken to the member of the public who had made a request to plant a memorial tree on the Recreation Ground and confirmed that he would liaise with Cllr Parry regarding the species and then agree with Cllrs Denny and Aird regarding the siting.

New Oasis

Cllr Fordham confirmed that the deadline for articles for the next issue was 16th August 2013.

Environment, Heritage & Access

Cllr Parry reported on an e-mail which he had received regarding ash dieback and encouraged Councillors to look out for any signs of this disease within the Parish. He also asked if the plaque had been erected on the Oak Tree to commemorate the Queens Diamond Jubilee. Cllr Hartley confirmed that he would look into erecting this in the near future.

9652. Any Other Matters Arising

It was agreed that planning for the 2013 Bonfire Event would be an agenda item at the next meeting. Cllr Ireland raised concerns regarding the condition of the road surface at Rogman Farm. The Clerk confirmed that she would report this matter again to Suffolk County Highways. Cllr Denny advised that he had received two complaints regarding the hedge opposite Low Rd. The Clerk confirmed that she would report this matter to Suffolk County Highways. Concerns were raised regarding the overgrown Sycamore tree in Bridge St by the car park and it was agreed that the Clerk would contact SCDC in order to request that they maintain this hedge as landowner. It was also agreed that the Clerk would ask SCDC to cut the grass bank within Low Rd Car Park as this has not been carried out by SCDC for two years.

9653. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk. The Clerk gave details regarding a letter received regarding Suffolk Constabulary regarding the Mobile Police Station and confirmed that a smaller vehicle was due to be purchased.

9654. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 31st July 2013 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 9:00pm

Signed: Chairman Date:

Planning Appendix (since 29th May 2013)

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

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

This application is currently being circulated amongst the Planning Group.

Cllr Ireland confirmed that he has made an observation regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. Point out to Flagship that as PC own Carlton Green that consent should be sought for vehicular access.

Application No: C13/1049 – Cllr Denny declared a non-pecuniary interest, The Chairman declared a non-pecuniary interest. Cllr Revell declared a non-pecuniary interest.

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

This application is currently being circulated amongst the Planning Group.

(b) Planning decisions confirmed since last meeting:-

Application No: C13/0834 – Cllrs Revell and Denny declared a pecuniary interest.

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Demolition of existing bungalow and erection of 2 no. new bungalows with additional accommodation within the roof space.

The Planning Group felt that this application would be an overdevelopment of the site. Concerns were also raised regarding the contamination questionnaire, a hedge within the garden of Brindles, the sewerage system to the site and also regarding the increased traffic flow. No decision has been made by SCDC, to date.

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 new dwellings to the rear of the existing bungalow, amending details as Approved under Planning Consent C12/0336

The Planning Group felt that the proposal would be an overdevelopment of the site and would not address the affordable housing needs within the village.

Concerns were raised that the Flood Risk Assessment had not been updated and therefore drainage and flooding could be a problem. A member of the group stated that he had seen parts of the proposed site flooded with standing water during the past few months. It was also felt that the proposal would not be in keeping with surrounding properties or the village and therefore would be inappropriate for this site. It was also felt that the back gardens would be too small.

No decision has been made by SCDC, to date.

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied “close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: “Premises are outside the settlement of Saxmundham but “close proximity” to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh”, all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to “Sustainable development” but a “Free Primary School for 35 – 50 children” aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1.

There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no

street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasenhall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends. The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasenhall Rd), by a narrow track cul de sac lane leading to Hall Farm. Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a “much wider area” including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils’ homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a “feeder school” has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys’ toilets on the ground floor and likewise no girls’ toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom. The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. No decision has been made by SCDC, to date.

Application No: C13/0247

Location: 9 Carlton Road, Kelsale-cum-Carlton. IP17 2NP

Proposal: Erection of three storey side/rear extension and single storey rear extension.

The Planning Committee **Objected** to this application, as follows:-

- The proposal would result in an overdevelopment of the site.
- It would be unneighbourly to neighbours both at the side and rear of this property.
- Concerns were raised regarding the architectural work to this row of cottages being damaged as a result of this proposal.

This application has been **Granted** by SCDC with 3 Conditions.

Kelsale-cum-Carlton Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA
Tel: 01394 459400, E-mail: kelsaleparishclerk@gmail.com
www.kelsalecarltonpc.org.uk

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
31ST JULY 2013 IN KELSALE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM**

Present: Cllr Keith Dickerson (Chairman)
Cllr Nick Denny
Cllr Edwina Galloway
Cllr Paul Hartley
Cllr Paul Parry
Cllr Tim Roberts
Cllr Geoff Fordham
Cllr Pam Garratt
Cllr Doug Ireland
Cllr Alan Revell

In attendance: Joanne Jones – Parish Clerk. District Cllr Sir Peter Batho and County Cllr Michael Gower. 2 members of the public were present.

Welcome by the Chairman

9655. Public Forum

The Chairman welcomed Mr [REDACTED] and Mr [REDACTED] from the Saxmundham Town Plan Steering Group to the meeting. Copies of the Saxmundham Town Plan Action Plan were provided to Councillors. [REDACTED] reported that one of the options was for a 'Fromus Valley Protection Scheme' that would link the Simpsons Valley Reserve in the North through to Saxmundham and then to Benhall to which he gave details. He stated that he felt this would improve the Fromus Valley as a whole and bring together the villages of Saxmundham, Benhall and Kelsale and provided copies of a map showing the area referred to. Cllr Hartley raised concerns regarding the fact that both Kelsale-cum-Carlton and Benhall were separate villages and stated that he did not feel these should be linked up with a town. Councillors did however feel that it would be beneficial if residents could walk along the River Fromus from Kelsale through to Benhall and were also in favour of a cycle track being implemented between Benhall and Kelsale through Saxmundham (not necessarily along the river). The Chairman suggested that the Environment Agency be contacted if this project was to go ahead in order to identify if the flow of the River Fromus could be increased over the coming years. District Cllr Sir Peter Batho advised that a walk along the River Fromus in Saxmundham had been discussed previously and that a walk from Benhall through to Kelsale would require permission from the relevant landowners. County Cllr Gower confirmed that the Wenhanston-Blythburgh River Walk had proved to be very successful. The Chairman thanked [REDACTED] and [REDACTED] for providing an insight into this possible project.

9656. Reports

County Cllr Michael Gower reported that training had been taking place for new Councillors at SCC. He also advised that when the next budget was discussed further cuts would need to be considered. The Chairman thanked County Cllr Gower for his report.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho reported that the Boundary Commission had now agreed that the number of SCDC Councillors would be reduced to 43 and confirmed that a consultation was taking place until October 2013 to which he gave details. The Chairman thanked District Cllr Batho for his report.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews had sent her apologies. No written report had been submitted.

(d) Police Report

PCSO [REDACTED] had sent her apologies. The Clerk read the following report:-

There has been one crime recorded for Kelsale and none for Carlton during June 2013 as follows:-
In charge of Motor Vehicle with excess alcohol: Road traffic collision at Clayhills. Male driver given roadside breath test by officer in which failed, showing he was over the legal permitted alcohol limit. Male arrested at site.

PCSO 3070 [REDACTED]

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Chairman formally opened the meeting at 7:33pm

9657. Apologies

Apologies were received from Cllrs Aird and Taylor.

9658. Declarations of Interest

Cllr's Revell and Denny declared a Pecuniary Interest in Planning Application C13/0563.

a) To Consider any dispensations

There were none.

9659. To Consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 26th June 2013

The draft minutes of the Parish Council meeting held on Wednesday 26th June 2013 had been circulated to all Councillors prior to the meeting and subject to minor amendments were Proposed for **Approval** by Cllr Revell, Seconded by Cllr Denny. **9 in Favour, 1 Abstention.**

9660. Parish Clerk's Report

The Clerk reported that the draft lease for the Low Rd Car Park was currently with Argent and Son Solicitors and that she expected to receive their report within the next week.

She confirmed she had now received confirmation from SCDC that the Parish Council vacancy caused by the resignation of [REDACTED] could be filled by the means of a Co-option and stated that she would display the relevant posters regarding this vacancy on the noticeboards.

9661. Matters Arising from the Clerk's Report

There were none.

9662. Matters Arising from the Parish Council Meeting held on Wednesday 26th June 2013

Cllr Parry asked if Cllr Hartley had located the plaque which was purchased to commemorate the Queen's Diamond Jubilee. Cllr Hartley confirmed that he would be siting this in the near future. Cllr Ireland asked the Clerk if she had received a response from Suffolk County Highways regarding the condition of the road at Rogman Farm. The Clerk confirmed that she had not received a reply to her latest complaint to Suffolk County Council regarding this matter. Cllr Denny claimed that, further to the last meeting when it had been brought to his attention that he had not completed his Declaration of Interest form online, he had completed this some time ago. The Clerk confirmed that she would look into this matter. The Chairman confirmed that a proposal regarding the future maintenance of the Parish verges would be presented at the August Parish Council meeting.

9662. Parish Council Matters**(a) To consider the future maintenance of benches within the Parish**

Cllr Garratt referred to the minutes of the January 2013 Parish Council meeting whereby this matter was considered and confirmed that, no action had been taken. There was a brief discussion and it was agreed that Cllr Denny would assess the benches within the Parish and report further at the next meeting in order to come up with a future maintenance plan.

(b) To consider installing shelving within the storage container sited on the Recreation Ground

Cllr Garrett suggested that shelving should be purchased to be erected within the storage container sited on the Recreation Ground to enable the space to be used more effectively. It was agreed that Cllr Revell would obtain a quote that would be considered at the next meeting. Cllr Garratt volunteered her services to assist in organising the contents once shelving had been installed.

(c) 2013 Bonfire Event

Cllr Garratt confirmed that the 2013 bonfire event would be held on Saturday 2nd November 2013. She reported that she had contacted Essex Pyrotechnics regarding the fireworks and had also spoken to [REDACTED] who lets off the fireworks who confirmed that he was happy to carry this out on behalf of the Council. Cllr Garratt advised that Cllrs Taylor and Denny would draft the Risk Assessment and that Cllr Fordham had agreed to run the bar at the event. She gave further details regarding the event and confirmed that Mike Garratt was willing to provide the PA system with Cllr Denny making the announcements on the night. There was a brief discussion regarding the cost of the fireworks and Cllr Garratt confirmed that she would inform all Councillors of this cost once she had heard from Essex Pyrotechnics. The Chairman thanked Cllr Garratt for all her hard work.

9663. Planning Matters

(See Separate Planning Appendix attached).

The Clerk gave details regarding the following application:-

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

She confirmed that this application had recently been Approved by SCDC and that she had received an e-mail from the applicant [REDACTED] to which she gave details. Concerns were raised that the Clerk had not received notification from SCDC Planning Dept regarding the date that this application was being considered by SCDC's North Sub Committee and it was agreed that a letter should be sent to [REDACTED] (Head of Planning) in order to express the Councils disappointment regarding this matter and also raise concerns that this application had been Approved. District Cllr Sir Peter Batho confirmed that he would also raise concerns to SCDC regarding this matter.

a) To consider correspondence received from SCDC regarding Carlton Meres Country Park

The Clerk had tabled correspondence received from SCDC for all Councillors. There was an in-depth discussion and Cllr Garratt confirmed that the area to the North West of the site had not been cleared, as stated. Cllr Ireland raised concerns regarding the number of caravans sited within the site and concerns were raised by Cllr Hartley regarding the timeframe that it had taken for SCDC to reply to the Council's original letter. It was felt that the CEO should have responded or apologised for this delay. It was suggested that the Clerk should write to SCDC to confirm the number of caravans that could occupy the site and to also request a copy of the Terms of their Licence and definitions as to how the site should be used during the closed season.

9664. Financial Matters:**(a) Financial Statement since last meeting****Income/Receipts**

Window Box Advertisement (New Oasis)	£	16.00
Grant Funding from SCDC for Coronation Fete	£	300.00

Financial matters cont....**Expenditure: (Direct Debits/Standing Orders)**

EON Energy (Street Lighting) £ 51.57

Bank Balances:

Current Account as at 30th June 2013 £12,008.67

Business Saver Account as at 30th June 2013 £12,026.76

Community Energy Co-operative Account as at 30th June 2013 £ 0.50

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

Jo Jones Salary & Expenses £ 501.20

██████████ Wages (Litter Collector) £ 75.00

HMRC– Jo Jones £ 83.40

Donation to Kelsale Football Club £ 300.00

██████████ (Recreation Ground Maintenance) £ 65.00

TOTAL £ 1,024.60

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

(c) Clerks Salary Review

The Clerk gave details of the revised salary scales received from NALC. It was Proposed by the Chairman that the Clerk's salary should be raised to SCP 21 as per the revised scales, Seconded by Cllr Fordham. **All in Favour.**

9665. To Receive a Report from the Community Energy Committee

Cllr Fordham confirmed that it had been agreed at a recent meeting that, as a result of the expression of interest forms returned, that the Committee proposed to select East Green Energy and Mosscliff to do further work. He confirmed that the owners of Peakhill Farm had agreed to work with the Committee and that they were now looking into the possibility of installing a wind turbine and/or solar PV to which he gave details. Finally, Cllr Fordham confirmed that a formal meeting of the Community Energy Committee would be held in September 2013 in order to provide further details regarding future energy saving schemes to Parishioners. The Chairman thanked Cllr Fordham for his report.

9666. To Receive Reports from Portfolio Holders and Liaison Representatives**Recreation Ground**

Cllr Revell asked the Clerk if she had received a further quote to extend the grass matting to the Recreation Ground. The Clerk confirmed that to date she had not received a further quote and it was suggested by Cllr Fordham that ██████████ should also be asked to provide a quotation for this work. Cllr Revell advised that he had now spoken to the member of the public who had made a request to plant a memorial tree on the Recreation Ground and confirmed that he would liaise with Cllr Parry regarding the species and then agree with Cllrs Denny and Aird regarding the siting.

Parochial Church Council

Cllr Hartley asked when the next donation from the Parish Council to the PCC was due. The Clerk/RFO confirmed that this donation would be paid within this financial year.

New Oasis

Cllr Fordham confirmed that the deadline for articles for the next issue was 16th August 2013.

Environment, Heritage & Access

Cllr Parry reported that several cases of Ash Dieback had been identified at Pound Farm between Rendham and Framlingham. He advised that the branch that had come down from a tree sited on the Recreation Ground and was overhanging a local resident's garden had now been removed.

Environment, Heritage & Access cont...

Finally, he confirmed that he had been contacted by a local resident who wished to paint his fence which abuts Spinney Pocket Park but could not do so as the fence was overgrown with scrub and brambles. Cllrs Parry and Ireland offered their assistance to cut back the brambles and scrub to enable the local resident to carry out the work to his fence. Cllr Parry raised concerns regarding Spinney Pocket Park as a whole and suggested that the other members of the Environment, Heritage and Access Portfolio should assess this area in order to look into updating the Management Plan.

9667. Any Other Matters Arising

The Chairman confirmed that he had been contacted by a local resident raising concerns regarding a property at Beaumont Cottages. Cllr Denny confirmed that he would meet the resident concerned on Monday 5th August 2013. It was suggested that the Clerk should write to Flagship Housing, Cllr TJ Haworth, Therese Coffey, MP, SCDC, Environmental Health and Suffolk Constabulary regarding this matter.

Concerns were raised regarding the rubbish problem that appeared to be developing behind the bottle banks within the Low Rd Car Park. It was agreed that the Clerk contact Suffolk Coastal Services regarding this matter. It was also suggested that the waste bin at the entrance to the car park be replaced with a larger bin.

Cllr Galloway raised concerns regarding changes to the railway crossing at East Green. It was agreed that the Clerk would look into this matter.

Cllr Revell asked for permission to dispose of some of the items stored within his storage facilities. There were No Objections to this request.

Cllr Roberts provided a brief update regarding Sizewell C Liaison Group.

Cllr Roberts reported that the Petanque Pitch would benefit from some further gravel to which he kindly offered to provide.

9668. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk. The Chairman and the Clerk gave details of correspondence received from SCDC regarding the Strategic Housing Land Availability Assessment.

9669. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 28th August 2013 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 9:20pm

Signed: Chairman Date:

Planning Appendix (since 26th June 2013)

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

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 no. new dwellings to the rear of the existing bungalow, amending details as approved under planning permission C12/0336.

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

(b) Planning decisions confirmed since last meeting:-

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

The Planning Group made observations regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. It was also suggested that the Clerk should point out to Flagship Housing that as the PC own Carlton Green that consent should be sought for any required vehicular access. No decision has been made by SCDC, to date.

Application No: C13/1049

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

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

Application No: C13/0834

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Demolition of existing bungalow and erection of 2 no. new bungalows with additional accommodation within the roof space.

The Planning Group felt that this application would be an overdevelopment of the site. Concerns were also raised regarding the contamination questionnaire, a hedge within the garden of Brindles, the sewerage system to the site and also regarding the increased traffic flow. No decision has been made by SCDC, to date.

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 new dwellings to the rear of the existing bungalow, amending details as Approved under Planning Consent C12/0336

The Planning Group felt that the proposal would be an overdevelopment of the site and would not address the affordable housing needs within the village.

Concerns were raised that the Flood Risk Assessment had not been updated and therefore drainage and flooding could be a problem. A member of the group stated that he had seen parts of the proposed site flooded with standing water during the past few months. It was also felt that the proposal would not be in keeping with surrounding properties or the village and therefore would be inappropriate for this site. It was also felt that the back gardens would be too small. No decision has been made by SCDC, to date.

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied "close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?"

Application No: C13/0585 cont.....

Para 3.1: "Premises are outside the settlement of Saxmundham but "close proximity" to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh", all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to "Sustainable development" but a "Free Primary School for 35 – 50 children" aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1.

There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasenhall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends. The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasenhall Rd), by a narrow track cul de sac lane leading to Hall Farm. Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a "much wider area" including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils' homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a "feeder school" has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys' toilets on the ground floor and likewise no girls' toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom. The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. No decision has been made by SCDC, to date.

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
28TH AUGUST 2013 IN KELSALE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM

Present: Cllr Keith Dickerson (Chairman)
Cllr Nick Denny
Cllr Edwina Galloway
Cllr Doug Ireland
Cllr Alan Revell
Cllr Geoff Fordham
Cllr Pam Garratt
Cllr Paul Parry

In attendance: Joanne Jones – Parish Clerk. District Cllrs Sir Peter Batho and Marian Andrews and County Cllr Michael Gower. There were no members of the public present.

Welcome by the Chairman

9670. Public Forum

There were no members of the public present.

9671. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower reported on the SCDC Boundary Review and advised that he was due to attend a Scrutiny Committee meeting regarding traffic management in Bury St Edmunds. He confirmed that Suffolk schools had been very successful in this year's GCSE and A Level Results and reported that SCC would be continuing to focus on education in the future. The Chairman thanked County Cllr Gower for his report. Cllr Garratt made enquiries to Cllr Gower regarding a planning application for a camp site in Thorington. Cllr Gower gave details regarding this application and confirmed that SCDC's North Sub Committee were due to attend a site meeting regarding this application on 4th September 2013.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho reported on the Boundary Review and confirmed that neither Saxmundham nor Kelsale should be affected by this review as, due to the increasing population of Saxmundham, it was likely that they would still form a joint ward after the boundary changes. The Chairman thanked District Cllr Sir Peter Batho for his report.

(c) Report by District Councillor Marian Andrews

District Cllr Marian Andrews reported that the LDF Local Plan Core Strategy had now been Adopted by SCDC. She also confirmed the No Adastral New Town Group had requested a review of this document. The Chairman thanked Cllr Andrews for her report.

(d) Police Report

PCSO [REDACTED] had sent her apologies. The Clerk read the following report:-

No crimes were recorded for Kelsale or Carlton during July 2013.

PCSO 3070 [REDACTED]

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

The Chairman formally opened the meeting at 7:21pm

9673. Apologies

Apologies were received from Cllrs Hartley, Roberts and Taylor.

9674. Declarations of Interest

Cllr's Revell and Denny declared a Pecuniary Interest in Planning Applications C13/0563 & C13/0834.

a) To Consider any dispensations

There were none.

9675. To Consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 31st July 2013

The draft minutes of the Parish Council meeting held on Wednesday 31st July 2013 had been circulated to all Councillors prior to the meeting and **Approval** was Proposed by Cllr Garratt, Seconded by Cllr Parry. **8 in Favour, 1 Abstention.**

9676. Parish Clerk's Report

To confirm that, to date, I have not received any further quotes for the work to extend the grass matting at the entrance to the Recreation Ground but I will continue to chase these in order for this matter to be considered as an agenda item at the next Parish Council meeting.

I have continued to chase Mr [REDACTED], SCC regarding the speed limit at Curlew Green but I have not received a response and therefore I am now going to write to Mr [REDACTED], Head of Highways regarding this matter.

9677. Matters Arising from the Clerk's Report

Cllr Revell informed the Council that he had received a further quotation for the work to the Recreation Group entrance from Nice Touch Landscapes to which he gave details. There was a brief discussion and it was Proposed by Cllr Fordham that instead of waiting until the next meeting that the lowest competent quote should be **Approved** in order for this work to be carried out prior to the Bonfire Event, Seconded by Cllr Aird. **All in Favour.**

9678. Matters Arising from the Parish Council Meeting held on Wednesday 31st July 2013

The Chairman confirmed that the terms of the draft lease for the Low Rd Car Park had now been received from Argent & Son and circulated by the Clerk prior to the meeting. Concerns were raised regarding vehicles being slept in overnight to which Cllr Ireland provided further details. It was agreed that a sign should be purchased in order to prevent this going forward. Cllr Garratt suggested that a photo should be taken of the current condition of the Low Rd Car Park and it was agreed that Cllr Ireland would carry out this task. Cllr Ireland raised concerns regarding Commercial Vehicles being parked within the car park. The Clerk confirmed this matter had not been raised within the report from Argent & Sons and it was Agreed no further action would be taken in respect of this matter. **Approval** for acceptance of the terms of the draft lease was Proposed by Cllr Revell, Seconded by Cllr Fordham. **All in Favour.** The Chairman asked the Clerk to instruct SCDC to draw up the lease.

Cllr Ireland confirmed he had personally removed rubbish from behind the bottle banks and also cleared vegetation and the pavement along Bridge St. The Chairman thanked Cllr Ireland for carrying this out. Further to discussions at the last meeting it was agreed that the Clerk would obtain a quote for a replacement bin for the Low Rd car park.

Cllr Revell confirmed he had obtained a quote for the shelving for the Secure Storage Container to which he gave details. It was Agreed that the Council would purchase shelving at the agreed price of £538.00 and the Clerk would apply to County Cllr Gower for funding from his Locality Budget. **Approval** was Proposed by Cllr Revell, Seconded by Cllr Aird. **All in Favour.**

9679. Parish Council Matters

(a) Parish Council Co-option – To consider nominations

The Clerk confirmed she had received one nomination but unfortunately the candidate was unable to attend this meeting. It was agreed this item would be deferred to the next Parish Council meeting.

(b) To receive a proposal regarding the future upkeep of the grass verges within the Parish

Cllr Parry had circulated a paper to all Councillors regarding this matter to which he provided further details. There was a discussion regarding this matter and it was Agreed that the draft proposal should be sent to [REDACTED] at SCC and also private landowners, if necessary. Cllr Ireland stated that each junction should be assessed individually by Suffolk County Highways and it was Agreed this matter would be included within the proposal. The Chairman also suggested that within the proposal there should be a comment regarding verges with exceptional wildlife interest within the Parish. **Approval** for the amended proposal to be submitted to SCC was Proposed by Cllr Parry, Seconded by Cllr Ireland. **All in Favour.** It was also Agreed that Cllr Galloway would inform [REDACTED] of the Council's actions regarding this matter.

(c) To consider a future maintenance plan for the benches within the Parish

Cllr Denny had tabled a paper regarding this matter. There was a brief discussion and it was Agreed that Cllr Revell would obtain quotations for the bench at the bottom of Carlton Rd to be repaired in order for this to be considered at a future meeting. It was also Agreed that the Clerk would look into obtaining a quote for benches made out of recycled black plastic bags which should not require so much maintenance.

(d) To Consider the Council's Aims & Objectives for 2013/14

This document had been circulated to all Councillors prior to the meeting. There was a discussion regarding this document and various revisions were carried out. It was agreed this document would be considered and Adopted at the September 2013 Parish Council meeting.

9680. Planning Matters

(See Separate Planning Appendix attached).

9681. Financial Matters:

(a) Financial Statement since last meeting

Income

EDF Energy Wayleaves payment	£	2.47
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Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£	51.57
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Bank Balances:

Current Account as at 31 st July 2013	£10,005.38
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Business Saver Account as at 31 st July 2013	£12,026.76
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Community Energy Co-operative Account as at 31 st July 2013	£ 0.50
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(b) To Consider/Approve the following cheque payments:-

Jo Jones Salary & Expenses	£	518.34
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[REDACTED] (Damaged bough removed from tree on Rec Ground)	£	105.00
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[REDACTED] Wages (Litter Collector)	£	60.00
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HMRC– (PAYE Jo Jones)	£	88.60
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Kelsale Village Hall (Hall Hire)	£	30.00
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BDO (External Audit Fee)	£	360.00
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TOTAL £ 1,161.94

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

(c) To Approve the completion of the 2012/13 Annual Return

The Clerk confirmed that there had been No Matters Arising as a result of the External Audit and **Approval** for the Completion of the 2012/13 Annual Return was Proposed by Cllr Fordham, Seconded by Cllr Parry. **All in Favour.**

9682. To Receive a Report from the Community Energy Committee

Cllr Fordham confirmed the Committee hoped to bring a proposal to the next meeting in order to set a date for a village meeting to be held regarding future Community Projects.

9683. To receive a report from the Bonfire Event Working Party

Cllr Garratt confirmed the next Working Party meeting is to be held on Monday 2nd September 2013.

9684. To Receive Reports from Portfolio Holders and Liaison Representatives

Youth Club

Cllr Denny confirmed the Youth Club AGM was due to be held in the near future.

Village Hall Management Committee

Cllr Garratt reported that a Quiz Night was due to be held on 6th September 2013. It was suggested that whilst there was a vacancy for the VHMC Portfolio the Clerk should request that [REDACTED] [REDACTED] (Chairman, VHMC) provides an update for future Parish Council meetings.

Street Lighting

Cllr Galloway confirmed that a report would be circulated at the next Parish Council meeting to provide an update on the current street lighting status.

Sizewell C

Cllr Galloway advised that EDF Energy had asked if the Parish Council would like them to attend a future meeting in order to provide an update regarding the proposed Sizewell C. It was agreed that Cllr Galloway would ask if there was any new information before inviting them to a future meeting.

Environment, Heritage & Access

Cllr Parry confirmed that Cllr Ireland and himself had now cleared the area at Spinney Pocket Park in order to enable the resident to paint their fence.

New Oasis

Cllr Fordham confirmed that he would now be putting the New Oasis onto the Parish Council website and updating this in conjunction with the Clerk. On behalf of the Council the Chairman congratulated Cllr Fordham on the latest issue of the New Oasis.

Recreation Ground

Cllr Aird reported that the Annual inspection had now been carried out to which herself and the Clerk gave details. She confirmed that the Clerk was going to contact ROSPA in order to seek clarification regarding some matters raised within the report.

Lych Gate

Cllr Aird confirmed that £15,500 had been raised so far and confirmed that the PCC had now received confirmation that grants can now be applied for in order to raise the £37,000 needed to carry out the necessary repairs. It was suggested that the Parish Council could consider hosting some fund raising events such as Safari Parties and Open Gardens in order to assist in raising funds.

There was a brief discussion and the Chairman stated that he felt that a donation from the Parish Council towards the restoration of the Lych Gate could be considered from the 2013 Bonfire Event proceeds.

9685. Any Other Matters Arising

Cllr Garratt raised concerns regarding an overgrown hedge at Curlew Green between Main Rd and Hillview Cottage. It was agreed that the Clerk would contact Suffolk County Highways regarding this matter.

Cllr Revell advised that a resident from West View had contacted him in order to raise concerns regarding the overgrown conifer trees on the strip of land behind his property. It was agreed the Clerk would write to Flagship Housing regarding these trees.

Cllr Denny raised concerns regarding the overgrown hedge on the approach to Beaumont Cottages between the Bus stop and the Old Police House. It was agreed the Clerk would report this matter to Suffolk County Highways.

Cllr Galloway urged Councillors to respond to herself with any comments in respect of the recent correspondence circulated regarding Better Broadband in order for her to respond.

Cllr Ireland suggested that a replacement Dog Ban sign for the Recreation Ground should be purchased. It was agreed that the Clerk would look into this matter.

Cllr Ireland raised concerns regarding large agricultural vehicles causing damage to the railway bridge and stated that any damage would be a huge inconvenience to the village. It was agreed that the Clerk would contact the relevant farm vehicle landowner.

Cllr Ireland stated that he was aware that a local tradesman had been regularly using the Bottle Bank sited within the Low Rd Car Park to dispose of bottles. It was agreed that the Clerk would contact Suffolk Coastal Services regarding this matter.

9686. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk. The Chairman confirmed that a response had been received from Network Rail regarding the works being carried out to the East Green Crossing to which he gave details.

9687. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 25th September 2013 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 9:16pm

Signed: Chairman Date:

Planning Appendix (since 31st July 2013)

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

Application No: C13/0834 (Revisions)

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Demolition of existing bungalow and erection of 2 no. new bungalows with additional accommodation within the roof space.

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

(b) Planning decisions confirmed since last meeting:-

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 no. new dwellings to the rear of the existing bungalow, amending details as approved under planning permission C12/0336.

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

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

The Planning Group made observations regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. It was also suggested that the Clerk should point out to Flagship Housing that as the PC own Carlton Green that consent should be sought for any required vehicular access. No decision has been made by SCDC, to date.

Application No: C13/1049

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

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

Application No: C13/0834

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Demolition of existing bungalow and erection of 2 no. new bungalows with additional accommodation within the roof space.

The Planning Group felt that this application would be an overdevelopment of the site. Concerns were also raised regarding the contamination questionnaire, a hedge within the garden of Brindles, the sewerage system to the site and also regarding the increased traffic flow. No decision has been made by SCDC, to date.

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 new dwellings to the rear of the existing bungalow, amending details as Approved under Planning Consent C12/0336

The Planning Group felt that the proposal would be an overdevelopment of the site and would not address the affordable housing needs within the village.

Concerns were raised that the Flood Risk Assessment had not been updated and therefore drainage and flooding could be a problem. A member of the group stated that he had seen parts of the proposed site flooded with standing water during the past few months. It was also felt that the proposal would not be in keeping with surrounding properties or the village and therefore would be inappropriate for this site. It was also felt that the back gardens would be too small.

No decision has been made by SCDC, to date.

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied "close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: "Premises are outside the settlement of Saxmundham but "close proximity" to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh", all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to "Sustainable development" but a "Free Primary School for 35 – 50 children" aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1.

There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasehall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends. The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasehall Rd), by a narrow track cul de sac lane leading to Hall Farm. Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a "much wider area" including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils' homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a "feeder school" has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys' toilets on the ground floor and likewise no girls' toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom.

The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. No confirmed decision has been made by SCDC, to date.

Kelsale-cum-Carlton Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA
 Tel: 01394 459400, E-mail: kelsaleparishclerk@gmail.com
www.kelsalecarltonpc.org.uk

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
 25TH SEPTEMBER 2013 IN KELSE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM

Present: Cllr Keith Dickerson (Chairman)
 Cllr Jeni Aird
 Cllr Geoff Fordham
 Cllr Pam Garratt
 Cllr Doug Ireland
 Cllr Alan Revell
 Cllr Carolyn Taylor
 Cllr Nick Denny
 Cllr Edwina Galloway
 Cllr Paul Hartley
 Cllr Paul Parry
 Cllr Tim Roberts

In attendance: Joanne Jones – Parish Clerk. District Cllrs Sir Peter Batho and Marian Andrews. There was one member of the public present.

Welcome by the Chairman

9688. Public Forum

The member of the public reported that she was a member of the Saxmundham Health Group and confirmed that she had circulated a copy of the latest bulletin to all Councillors in order to provide an update on this service.

9689. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower had sent his apologies. No written report had been submitted.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho had nothing to report.

(c) Report by District Councillor Marian Andrews

District Cllr Andrews reported she had been in touch with Flagship Housing regarding an issue that had arisen within the Parish to which she gave details and confirmed that Cllr TJ Haworth, SCDC was now dealing with this matter. The Chairman thanked Cllr Andrews for her report. Cllr Revell raised concerns to Cllr Andrews regarding the South to North traffic lights at the Tesco's crossroads. Cllr Andrews informed Cllr Revell that the Highways Department had promised Saxmundham Town Council they planned to re-phase these by end of September 2013 to which she provided further details. The Chairman thanked Cllr Revell for raising this issue.

(d) Police Report

PCSO [REDACTED] had sent her apologies. The Clerk read the following report:-

No crimes were recorded for Kelsale or Carlton during August 2013.

PCSO 3070 [REDACTED]

Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

It was suggested the Clerk should request that a more thorough report is submitted going forward.

The Chairman formally opened the meeting at 7:07pm

9690. Apologies

There were none.

9691. Declarations of Interest

Cllr's Revell and Denny declared a Pecuniary Interest in Planning Applications C13/0563 & C13/0834. Cllr Denny declared a Non-Pecuniary interest in agenda item 5 concerning the role of the Litter Collector.

a) To consider any dispensations

There were none.

9692. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 28th August 2013

The draft minutes of the Parish Council meeting held on Wednesday 28th August 2013 had been circulated to all Councillors prior to the meeting and subject to a minor amendment **Approval** was Proposed by Cllr Ireland, Seconded by Cllr Parry. **9 in Favour, 3 Abstentions.**

9693. Parish Clerk's Report

To confirm I have now spoken to [REDACTED] from Nice Touch Landscapes and he has confirmed he will be able to commence the work to the Recreation Ground entrance within the next 10 days.

I have received an e-mail from [REDACTED] (Secretary of Kelsale Football Club) thanking the Parish Council for the recent donation given.

I have now sent the proposed Grass Verge Management document to [REDACTED] at SCC.

I have written to [REDACTED] (Head of Suffolk County Highways) regarding the speed limit at Curlew Green and he has confirmed that [REDACTED] is dealing with this matter and advised he should be contacting me by the end of this week in order to take this matter forward.

I can confirm that EDF Energy will be attending the January 2014 Council Meeting in order to give a presentation on the update regarding Sizewell C.

Finally, I have received an e-mail from [REDACTED], Litter Collector to inform me that as of Sunday 29th September he will no longer be able to carry out these duties as he was due to leave Suffolk to go to university. He has suggested that his brother [REDACTED] could take these duties over from Sunday 6th October 2013.

9694. Matters Arising from the Clerk's Report

Cllr Galloway suggested the Litter Collector's vacancy should be advertised within the Parish. There was a brief discussion and it was Agreed the vacancy would be advertised. Proposed by Cllr Hartley, Seconded by Cllr Galloway, **5 in Favour, 3 Against, 4 Abstentions.** It was Agreed Cllrs Aird, Garratt and the Clerk would assess the applications once received.

9695. Matters Arising from the Parish Council Meeting held on Wednesday 28th August 2013

The Clerk confirmed the shelving for Billie Box had now been ordered. Cllr Fordham reported he had applied to County Cllr Gower for funding for the shelving but to date he had not received a response. District Cllr Andrews gave details regarding funding available from SCDC. The Chairman suggested this matter should be an agenda item at the next meeting in order to consider submitting an application. Cllr Galloway confirmed she had received confirmation that although Kelsale in general had been put back a year for improvements in the Better Broadband Campaign, four postcodes within Kelsale-cum-Carlton would be improved this year.

9696. Parish Council Matters

(a) Parish Council Co-option – To consider nominations

The Clerk confirmed she had received one nomination. The Chairman ***closed the meeting*** and welcomed Susan Major to the meeting. Susan Major gave a brief statement as to why she wanted to stand for Co option. The Chairman thanked Susan Major. The Clerk asked Susan Major to leave the room. The Chairman ***reconvened the meeting*** and it was **Unanimously Approved** that Susan Major should be Co-opted. Susan Major was duly Co-opted and the Declaration of Acceptance of Office Form was signed and witnessed by the Clerk. The Chairman welcomed Susan Major onto the Council.

(b) To consider and Adopt the Council's Aims & Objectives for 2013/14

The revised document had been circulated to all Councillors prior to the meeting. Subject to minor amendments this was Proposed for **Adoption** by Cllr Dickerson, Seconded by Cllr Roberts, **12 in Favour, 1 Against.**

9697. Planning Matters

(See Separate Planning Appendix attached).

9698. Financial Matters:

(a) Financial Statement since last meeting**Income/Receipts**

Window Advertisement (New Oasis)	£	16.00
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Expenditure: (Direct Debits)

EON Energy (Street Lighting)	£	51.57
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Bank Balances:

Current Account as at 31 st August 2013	£	9,012.98
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Business Saver Account as at 31 st August 2013	£	12,026.76
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Community Energy Co-operative Account as at 31 st Aug 2013	£	0.50
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(b) To Consider/Approve the following cheque payments:-

Jo Jones Salary & Expenses	£	522.69
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██████████ Wages (Litter Collector)	£	60.00
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HMRC– Jo Jones	£	88.60
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Rapid Racking (Shelving for Storage Container)	£	645.60
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Gipping Press (New Oasis)	£	276.56
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TOTAL £ 1,593.45

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

9699. To Receive a Report from the Community Energy Committee

Cllr Fordham reported the Committee had been working on a way to find a project in order to demonstrate Community based energy for the Parish to which he gave details. He advised further to informal meetings the Committee had now come up with a plan to which he gave details and confirmed would require planning consent. Cllr Fordham reported the next step would be to obtain some costing's and returns advice for the proposed scheme and look into obtaining quotations. He also stated that the Committee would be looking further into matters regarding the planning application needed and would also be producing a Business Plan. Finally, he confirmed the Committee hoped to call an Open Public Meeting regarding these proposals during the 1st week in December 2013.

9700. To receive a report from the Bonfire Event Working Party

Cllr Garratt gave details regarding the event. It was Agreed the gates would open three weeks prior to the event once the works to the Recreation Ground entrance had been carried out. It was also Agreed that Cllr Galloway and the Clerk would judge the guys on Thursday 24th October 2013 at Kelsale Primary School. Cllr Denny gave details regarding this year's lantern procession and confirmed the Samba Band had now been booked. Cllr Garratt confirmed the next Working Party meeting was due to take place on Monday 7th October 2013.

9701. To Receive Reports from Portfolio Holders and Liaison Representatives**Village Hall Management Committee**

The Chairman confirmed there was currently a vacancy for this Portfolio. Cllr Aird nominated Cllr Major for this position. Cllr Major Agreed to fill this vacancy. It was agreed the Clerk would inform ██████████ of this decision. The Chairman thanked Cllr Major for volunteering her services.

Emergency Plan

Cllr Roberts had circulated an e-mail regarding this matter and stated he felt this matter needed revisiting in order to be finalised to which he provided further details. It was agreed this matter would be included within the next issue of the New Oasis and also could be discussed at the 2014 Annual Parish Meeting.

Street Lighting

Cllr Galloway had tabled a paper providing an update on the current status to which she gave details and recommended that any thoughts regarding this paper should be voiced at the next Parish Council meeting. There was a brief discussion regarding the current lighting at the Industrial Park and it was agreed Cllr Ireland would look back through the minutes in order to find a record of when these lights were put in and when also when the Guildhall Light was erected. The Chairman thanked Cllr Galloway for her update and for all her hard work.

New Oasis

Cllr Fordham asked permission to have an agenda item at the next meeting in order to discuss the printing/advertising costs for the New Oasis. There were **No Objections** to this request.

Environment, Heritage & Access

Cllr Parry reported the proposed Grass Verge Management document had now been updated and sent to [REDACTED] at Suffolk County Council. Cllr Parry confirmed he had been contacted by a resident at Spinney Pocket Park who had raised concerns regarding an overhanging branch that could cause damage to her roof and confirmed that [REDACTED] from Conservation Works Ltd was due to meet himself and the Clerk at the site at 11:00am on Wednesday 2nd October 2013 to discuss a future maintenance plan for this area. It was Agreed this matter would be an agenda item at the next meeting.

Grit Bin Management

Cllr Denny requested that the Clerk should order the additional bin to be sited at the Nobell end of Low Rd and suggested that all grit bins within the Parish should be filled by the end of October 2013.

Benches Management

Cllr Revell confirmed he had spoken to a Local Contractor regarding the restoration of the bench at the bottom of Carlton Rd and was now awaiting a quote.

Bin Management

Further to the last meeting whereby it was suggested a larger bin should be purchased for the Low Rd car park the Clerk provided details of the types of bins available and enquired as to what sort of bin would be required. It was Agreed a larger plain waste bin would be preferred to a two section bin. The Chairman asked the Clerk to obtain costing's for the next meeting. It was also suggested that Suffolk Coastal Services could provide a recycling wheelie style bin to be sited within the Car Park.

9702. **Any Other Matters Arising**

Cllr Ireland raised concerns regarding the correspondence received relating to the current speed limit at Curlew Green. The Clerk confirmed she had forwarded this to [REDACTED], Head of Highways, SCC.

Cllr Ireland recommended the overgrown hedge on the Recreation Ground should be cut back. The Clerk confirmed that she would contact [REDACTED].

Cllr Ireland raised concerns regarding the trees at Lowes Hill. He recommended that SCC should be asked to attend a site visit in order to provide an opinion as to how safe these trees are. The Clerk confirmed that she would contact [REDACTED], SCC regarding this matter.

Cllr Revell reported he had received a letter from a resident within Westview regarding the trees at the back of the Low Rd Car Park. He stated the resident had raised concerns that one of these trees has a disease and asked Cllr Parry if he could contact SCDC regarding this matter.

Cllr Denny raised concerns regarding an overgrown hedge on the Main Rd towards Saxmundham opposite the Industrial Estate and stated that this was now causing an obstruction to cyclists. The Clerk confirmed she would report this matter to Suffolk County Highways.

9703. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk.

9704. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 23rd October 2013 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 9:05pm

Signed: Chairman Date:

Planning Appendix (since 28th August 2013)

- (a) **Planning Applications received since the last meeting:-**
None received

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

Application No: C13/0834 (Revisions)

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Demolition of existing bungalow and erection of 2 no. new bungalows with additional accommodation within the roof space.

The Planning Group **Objected** to this application. This Application has been **Refused** by SCDC.

Application No: C13/0563

Location: Nobell, Low Rd, Kelsale-cum-Carlton. IP17 2NU

Proposal: Erection of 2 no. new dwellings to the rear of the existing bungalow, amending details as approved under planning permission C12/0336.

The Planning Group **Objected** to this application, as follows:-

The Planning Group felt that the proposal would be an overdevelopment of the site and would not address the affordable housing needs within the village.

Concerns were raised that the Flood Risk Assessment had not been updated and therefore drainage and flooding could be a problem. A member of the group stated that he had seen parts of the proposed site flooded with standing water during the past few months. It was also felt that the proposal would not be in keeping with surrounding properties or the village and therefore would be inappropriate for this site. It was also felt that the back gardens would be too small.

This Application has been **Granted** by SCDC with 12 Conditions.

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

The Planning Group made observations regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. It was also suggested that the Clerk should point out to Flagship Housing that as the PC own Carlton Green that consent should be sought for any required vehicular access. No decision has been made by SCDC, to date.

Application No: C13/1049

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

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

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied "close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: "Premises are outside the settlement of Saxmundham but "close proximity" to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh", all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to "Sustainable development" but a "Free Primary School for 35 – 50 children" aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1.

There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasenhall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends. The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasenhall Rd), by a narrow track cul de sac lane leading to Hall Farm. Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a “much wider area” including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils’ homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a “feeder school” has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys’ toilets on the ground floor and likewise no girls’ toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom. The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29.

No confirmed decision has been made by SCD, to date.

Kelsale-cum-Carlton Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA
Tel: 01394 459400, E-mail: kelsaleparishclerk@gmail.com
www.kelsalecarltonpc.org.uk

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
23RD OCTOBER 2013 IN KELSALE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM

Present: Cllr Alan Revell (Vice Chairman)
Cllr Nick Denny
Cllr Edwina Galloway
Cllr Paul Hartley
Cllr Susan Major
Cllr Tim Roberts
Cllr Geoff Fordham
Cllr Pam Garratt
Cllr Doug Ireland
Cllr Paul Parry
Cllr Carolyn Taylor

In attendance: Joanne Jones – Parish Clerk. District Cllr Sir Peter Batho and County Cllr Michael Gower. There were no members of the public present.

Welcome by the Vice Chairman

9705. Public Forum

There were no members of the public present.

9706. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower reported Kelsale-cum-Carlton would be included within Phase 4 of the Better Broadband Scheme and the initial work should commence next summer. He advised a member of the Better Broadband Team could come and provide further information to the Parish Council, if required. The Vice Chairman thanked County Cllr Gower for his report and requested for him to schedule for a member of the Better Broadband team to attend a future Parish Council meeting.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho had nothing to report.

(c) Report by District Councillor Marian Andrews

District Cllr Andrews had sent her apologies. No written report had been submitted.

(d) Police Report

PCSO [REDACTED] had sent her apologies. The Clerk read the following report:-
There have been 3 crimes for Kelsale and 3 for Carlton during this timeframe as follows:

KELSALE

August Theft – In Dwelling: At a Beaumont Cottages address. **Enquiries on-going.**

September Theft – Other: Mobile phone taken at the Maui Wau Music Festival. **No further action.**

Theft – In Dwelling: Within a Main Road address. **Enquiries on-going.**

CARLTON

August Dangerous Dog in a Public Place: This has since been non-crime. **Finalised.**

Theft – Other: Cast iron cartwheel removed from farmhouse garden. **Finalised.**

September Common Assault (no injury): At local caravan park an intoxicated male allegedly assaulted female. **No further action.**

PCSO 3070 [REDACTED] Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

It was suggested the Clerk should bring to PCSO [REDACTED] attention again the on-going concerns regarding cars parked along Carlton Rd the wrong way round. It was also felt this offence was being carried out by local residents and that PCSO [REDACTED] should look into approaching the residents concerned regarding this matter.

The Vice Chairman formally opened the meeting at 7:10pm

9707. Apologies

Apologies were accepted from Cllr Dickerson (Chairman) and Cllr Aird.

9708. Declarations of Interest

There were none.

a) To consider any dispensations

There were none.

9709. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 25th September 2013

The draft minutes of the Parish Council meeting held on Wednesday 25th September 2013 had been circulated to all Councillors prior to the meeting and were Proposed for **Approval** by Cllr Taylor, Seconded by Cllr Parry. **All in Favour.**

9710. Parish Clerk's Report

To confirm I have now sent the signed copy of the lease for the Low Road Car Park to SCDC for completion.

I have ordered the additional grit bin to be sited at the Nobell end of Low Road and also requested Suffolk County Highways fill all grit bins by the end of October 2013.

Finally, I have received a letter of thanks from the Suffolk Flora Preservation Trust for the recent donation given.

9711. Matters Arising from the Clerk's Report

There were none.

9712. Matters Arising from the Parish Council Meeting held on Wednesday 25th September 2013

Cllr Revell confirmed Nice Touch Landscapes had contacted him to confirm the work to the Recreation Ground entrance should have been carried out today. Cllr Denny informed the Council he had received a note from Nice Touch Landscapes advising the ground had been too damp but confirmed the work would definitely be completed prior to the bonfire event. The Clerk gave details of a meeting held with Suffolk County Highways and local residents regarding the current speed restrictions at Curlew Green. She confirmed a further meeting would be held in the first instance with residents in order to clarify where appropriate new signage should be sited in order to raise safety awareness and then a further meeting would be held with [REDACTED], Suffolk County Highways in order to confirm these proposals. There was a brief discussion and concerns were raised by some Councillors regarding setting a future precedent if these safety signs were funded by the Parish Council. Cllr Denny stated as this is a safety measure that needs to be carried out the Parish Council should still consider funding these signs. It was agreed in the first instance the Parish Council would asked Cllr Gower to fund the costing's up to £500.00 for the signage. Proposed by Cllr Major, Seconded by Cllr Fordham. **10 in Favour, 1 Against.** The Vice Chairman **closed the meeting** to make enquires to County Cllr Gower regarding the possibility of him providing some funding for this project from his Locality Budget. County Cllr Gower gave details regarding the budgets available and it was agreed the Parish Council would apply for funding from his Quality of Life Budget towards this project. The Vice Chairman thanked County Cllr Gower **and reconvened the meeting.**

Cllr Galloway reported further to the paper tabled at the last meeting regarding street lighting there were three problem areas within the Parish to which she gave details and confirmed she had now looked into. She advised she had received a request from UK Power Networks for an inventory of the current street lighting stock to which she confirmed she would report on further at the next meeting.

Cllr Parry confirmed he had chased SCDC regarding the diseased trees at the back of the Low Rd Car Park. He also advised that SCC had been to look at the overgrown trees on Main Road and confirmed they had felt these were not bad enough to be cut back and therefore the Parish Council needed to clarify who owned this land in order to request the landowner to maintain these trees. Cllr Taylor confirmed this land belonged to [REDACTED]. Cllr Parry agreed to contact [REDACTED] on behalf of the Council.

Cllr Galloway confirmed she had carried out a review of the Parish Plan Action Plan and on behalf of the Parish Council the Vice Chairman congratulated Cllr Galloway on carrying out this work and it was agreed this matter would be an agenda item at the next meeting.

9713. Parish Council Matters

(a) To consider the printing/advertising costs for the New Oasis

Cllr Fordham had tabled a paper regarding this matter to all Councillors to which he gave details. There was a discussion and Cllr Fordham recommended further to the quotes obtained the Parish Council should consider changing printing suppliers from Gipping Press to Leiston Press and stated he felt all future invoices should be sent to the Editor in the first instance. **Approval** subject to contract details that Leiston Press should carry out the printing of the New Oasis going forward was Proposed by Cllr Fordham, Seconded by Cllr Galloway. **All in Favour.** Cllr Fordham requested the budget for 2014/15 should also be increased from £800 to £1000. **Approval** was Proposed by Cllr Fordham, Seconded by Cllr Roberts. **All in Favour.** Finally, Cllr Fordham suggested the layout and design of the New Oasis needed reviewing. There were **No Objections** to Cllr Fordham carrying out a review of the design and layout.

(b) Spinney Pocket future Management Plan – To consider quotation received

Cllr Parry confirmed himself and the Clerk had met with [REDACTED] from Tree Conservation Works to discuss the proposed improvement works at Spinney Pocket Park to which he gave further details. He also gave details regarding a quotation for a yearly management plan to which Cllr Parry confirmed this work could be carried out as and when required. There was a brief discussion and it was felt two additional quotations should be sought in order for these to be considered at the November Council meeting. Cllr Ireland stated he felt the Council needed to look into finding the original Management Plan for this area and that no work should be carried out, except the work to the oak, prior to a new Management Plan being put in place. It was agreed the Clerk would contact Suffolk Wildlife Trust to request a copy of the original Management Plan.

(c) To consider costing's for replacement bin in Low Road Car Park

The Clerk gave details of quotations obtained. There was a brief discussion and it was agreed the Clerk would contact Suffolk Coastal Services in order to enquire if a bin equivalent to the grey lidded bin could be provided in the car park in order for this to be emptied as part of weekly waste disposal collection.

(d) To carry out a review of the Parish Council Standing Orders and Financial Regulations

These had been circulated to all Councillors prior to the meeting. The Clerk gave details regarding the minor changes made and **Approval** was proposed by Cllr Fordham, Seconded by Cllr Taylor.

All in Favour.

(e) Parish Council Website Renewal

The Clerk gave details regarding this matter and following a brief discussion there were **No Objections** made by Councillors to renewing the current website. Cllr Garratt raised concerns regarding the Village Hall page being out of date to which Cllr Major stated she would raise at the next VPMC meeting.

9714. Planning Matters

(See Separate Planning Appendix attached).

9715. Financial Matters:**(a) Financial Statement since last meeting****Income/Receipts**

SCDC 2 nd Half Precept	£10,502.25
Window Box Advertisement (New Oasis)	£ 16.00

Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£ 51.57
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Bank Balances:

Current Account as at 30 th September 2013	£17,300.77
Business Saver Account as at 30 th September 2013	£12,026.76
Community Energy Co-operative Account as at 30 th Sept 2013	£ 0.50

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

Jo Jones Salary & Expenses	£ 522.59
██████████ Wages (Litter Collector)	£ 75.00
HMRC– Jo Jones	£ 88.60
Kelsale Village Hall (Hall Hire)	£ 30.00
Cllr Nick Denny (Bonfire Event Expenses)	£ 41.89
██████████ (Parish Council Website Renewal Fee)	£ 84.70
Cllr Dickerson (Mileage expenses–SCDC Core Strategy Briefing)	£ 13.05
H. T. Argent & Son (Low Rd Car Park advice)	£ 330.00
SLCC (Annual Subscription)	£ 114.00
Suffolk Acre Services (Bonfire Event Insurance Premium)	£ 90.10
Cllr Garratt (Bonfire Expenses)	£ 425.42
Royal British Legion (Remembrance Day Wreath)	£ 25.00
Float Money	£ 520.00

TOTAL £ 2,360.35

It was suggested the Council should Approve a donation for £25.00 to the Royal British Legion for a wreath for Remembrance Day. **All in Favour.** This amount was added to the above payments.

Approval for the above payments was Proposed by Cllr Hartley, Seconded by Cllr Parry. **9 in Favour, 2 Abstentions.**

9716. To Receive a Report from the Community Energy Committee

Cllr Fordham confirmed the Committee were in the process of obtaining three quotations for the proposed project as stated at September Council meeting.

9717. To receive a report from the Bonfire Event Working Party

Cllr Garratt had circulated a paper to all Councillors to which she gave details regarding the final plans for the event.

9718. To Receive Reports from Portfolio Holders and Liaison Representatives**Village Hall Management Committee**

Cllr Major advised the Autumn Fair was due to be held on Saturday 9th November 2013. She confirmed there had been discussion at the recent meeting held regarding the possibility of hosting a joint Dog Show in Summer 2014. Finally she confirmed the VHMC had sent a letter of thanks to Dr Therese Coffey for her recent Suffolk Coastal Tour.

Emergency Plan

Cllr Roberts requested Councillors to assist in providing a list of all residents over the age of 60 within the village.

Sizewell C

Cllr Galloway confirmed that Cllrs Fordham and Parry were due to attend a meeting regarding this matter on 24th October 2013 in her absence.

The Vice Chairman asked for permission to Suspend Standing Orders in order to continue the meeting. Unanimously Approved.

9719. Any Other Matters Arising

There were none.

9720. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk.

9721. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 27th November 2013 at 7:00pm in Kelsale Village Hall, Committee Room.

There being no further discussion the Vice Chairman thanked the Parish Council for their attendance and formally closed the meeting at 9:20pm

Signed: Chairman Date:

Planning Appendix (since 25th September 2013)

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

Application No: DC/13/2662/FUL

Location: Bridge Farm, Lowes Hill, Kelsale-cum-Carlton

Proposal: Replacement of old storage buildings, providing storage for seasonal grain and machinery.

Planning Permission was not required.

Application No: DC/13/2606/FUL

Location: Carlton Park View, Carlton Rd, Kelsale. IP17 2QD

Proposal: Conversion of open fronted cart lodge to interior studio and snug.

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

(b) Planning decisions confirmed since last meeting:-

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

The Planning Group made observations regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. It was also suggested that the Clerk should point out to Flagship Housing that as the PC own Carlton Green that consent should be sought for any required vehicular access. No decision has been made by SCDC, to date.

Application No: C13/1049

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

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

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied "close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: "Premises are outside the settlement of Saxmundham but "close proximity" to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh", all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to "Sustainable development" but a "Free Primary School for 35 – 50 children" aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1.

There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasenhall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends. The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous. This junction is already busy at school times with pupils being transported to our

own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car. The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasenhall Rd), by a narrow track cul de sac lane leading to Hall Farm.

Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a “much wider area” including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils’ homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a “feeder school” has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys’ toilets on the ground floor and likewise no girls’ toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom. The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. No confirmed decision has been made by SCDC, to date.

Kelsale-cum-Carlton Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA
Tel: 01394 459400, E-mail: kelsaleparishclerk@gmail.com
www.kelsalecarltonpc.org.uk

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
27TH NOVEMBER 2013 IN KELSALE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM

Present: Cllr Keith Dickerson (Chairman) Cllr Alan Revell (Vice Chairman)
Cllr Jeni Aird Cllr Nick Denny
Cllr Edwina Galloway Cllr Pam Garratt
Cllr Paul Hartley Cllr Susan Major
Cllr Paul Parry Cllr Tim Roberts

In attendance: Joanne Jones – Parish Clerk. District Cllr Sir Peter Batho and County Cllr Michael Gower. There were no members of the public present.

Welcome by the Chairman

9722. Public Forum

There were no members of the public present.

9723. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower confirmed he was going to look into scheduling for a member from the Better Broadband Team to come and speak to the Parish Council at a future meeting. He reported on SCC's budget and confirmed further cuts within services may have to take place. The Chairman thanked County Cllr Gower for his report and also for the recent donations given from his Locality Budget towards the shelving for the storage container and for the Lych Gate Appeal.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho congratulated the Parish Council on the recent Bonfire Event. He reported Suffolk County Highways had confirmed works were due to take place to improve the traffic lights at the Tesco junction within Saxmundham during the middle of January to which he gave details. He reported on SCDC's budget and advised the new working arrangements within the Planning Dept were now settling down. Cllr Hartley raised concerns to District Cllr Batho regarding decisions made by SCDC Planning Dept for new housing to which Sir Peter responded and confirmed the demand for additional housing is still not currently being met.

(c) Report by District Councillor Marian Andrews

District Cllr Andrews had sent her apologies. The Clerk confirmed Cllr Andrews had advised The Bell Hotel was due to open on Friday 29th November 2013. She also reported to date Cllr Andrews had no further update with regards to the Bus Station in Saxmundham.

(d) Police Report

PCSO [REDACTED] had sent her apologies. The Clerk read the following report:-

Please find detailed the 2 crimes for Kelsale and 1 crime for Carlton recorded during October 2013:-

Kelsale

Burglary-Other Building with Intent x2: During hours of darkness entry gained to Kelsale Primary School through secure office window by the frame being jimmied. Search made, nothing found.

Alarm activated. Forensics found. Enquiries ongoing.

At St. Peter's Church a wire cage from grave site used to help offender have access to rear leaded glass window. Window subsequently smashed to gain entry to church. Search made, nothing taken.

Enquiries ongoing.

Police Report cont....

Carlton

Common Assault (No Injury): At local caravan park female had altercation with ex-partner.

Finalised.

PCSO 3070 [REDACTED] Saxmundham and Framlingham SNT

Saxfram.snt@suffolk.pnn.police.uk

01473 613500 or 101

Concerns were raised by Councillors regarding the lack of police presence at the meetings within 2013. The Clerk confirmed she would make PCSO [REDACTED] aware of this matter.

The Chairman formally opened the meeting at 7:24pm

9724. Apologies

Apologies were accepted from Cllrs Fordham, Ireland and Taylor.

9725. Declarations of Interest

There were none.

a) To consider any dispensations

There were none.

9726. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 23rd October 2013

The draft minutes of the Parish Council meeting held on Wednesday 23rd October 2013 had been circulated to all Councillors prior to the meeting and were Proposed for **Approval** by Cllr Roberts, Seconded by Cllr Parry. **8 in Favour, 2 Abstentions.**

9727. Parish Clerk's Report

I have now received the formal lease for the Low Road Car Park. Further to the last meeting I have now received a response from [REDACTED], Suffolk Coastal Services regarding the bin within the Low Rd car park and she has confirmed that they do not supply wheeled bins as Parish litter bins and has recommended replacement with a conventional style bin. I can confirm that myself and Cllr Garratt met with [REDACTED], Suffolk County Highways to discuss the proposed siting of the triangular warning signs and slow wording at Curlew Green. I am now awaiting costings for this work to which an application to County Cllr Gowers Quality of Life Fund towards these costs will be made, once received.

9728. Matters Arising from the Clerk's Report

There was a brief discussion regarding the replacement bin for the Low Rd car park and it was suggested the Clerk should look into obtaining costings for a two-sided recycling and waste bin. It was also suggested a letter should be sent to all holiday lets regarding rubbish collection days in order to prevent this litter being placed within the bin at the car park.

9729. Matters Arising from the Parish Council Meeting held on Wednesday 23rd October 2013

Cllr Major reported she had raised the concerns regarding the current Village Hall page within the Parish Council's Website and confirmed the Chairman of the Village Hall Management Committee had stated he would contact the Clerk direct regarding this matter.

9730. Parish Council Matters

(a) To carry out a review of the Parish Plan Action Plan

This matter was deferred until the January 2014 Council Meeting.

(b) Xmas Tree Lighting Ceremony

Cllr Aird gave details regarding this event and confirmed it would be taking place on Friday 6th December 2013 at 6:00pm. She also advised there would be carol singing outside Waitrose in order to raise funds for the Lych Gate Appeal on Saturday 7th December 2013 between 3&4pm.

9731. Planning Matters

(See Separate Planning Appendix attached).

Cllr Garratt suggested that going forward the Planning Group should e-mail their comments to the Clerk. Cllr Revell raised concerns regarding an application for Sandpit Cottage and confirmed that works to this property had already commenced prior to Approval being given. It was agreed the Clerk would look into this matter. Cllr Hartley raised concerns regarding the delay in application decision notices being sent out by SCDC.

9732. Financial Matters:

(a) Financial Statement since last meeting

Income/Receipts

2013 Bonfire Event	£ 3,785.46
SCC – County Cllr Gower Locality Budget – (Shelving-Billie Box)	£ 300.00

Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£ 49.91
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Bank Balances:

Current Account as at 31 st October 2013	£15,833.80
Business Saver Account as at 31 st October 2013	£12,026.76
Community Energy Co-operative Account as at 31 st October 2013	£ 0.50

Jo Jones Salary & Expenses	£ 523.98
██████████ Wages (Litter Collector)	£ 75.00
HMRC– Jo Jones	£ 88.60
Cllr Geoff Fordham (Bonfire Event Expenses)	£ 34.32
Conservation Works Ltd (Works to Oak Tree Spinney Pocket)	£ 1,944.00
SCC (Grass Cutting – Recreation Ground)	£ 627.48
Essex Pyrotechnics (Fireworks)	£ 1,000.00

TOTAL £ 4,283.38

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

Cllr Roberts suggested due to the emergency tree works needing to be carried out after the recent gales the Parish Council's Financial Regulations should be amended to state that the Chairman can authorise up to £2.5k for any emergency works with the decision being delegated to the Vice Chairman if the Chairman is unavailable. Cllr Parry suggested an action plan should be drawn up for any future unexpected weather conditions. Cllr Roberts volunteered to draw up a draft action plan.

c) To consider and approve the 2014/15 budget and set the precept

The Chairman and Clerk gave details regarding the draft 2014/15 budget. There was a discussion and it was agreed that both the Budget and Precept would be Approved at the December Council meeting. The Chairman thanked the Clerk for preparing the draft budget.

9733. To Receive a Report from the Community Energy Committee

The Chairman reported that the Committee had decided to double the size of the ground mounted array proposed for Cllr Dickerson's field, with 4kw going to the Village Hall and 4kw to the Social Club. He confirmed the total costs inc VAT were £13.5k, with a projected income of £1.8k.

Cllr Roberts confirmed that Cllr Fordham was in the process of discussing with Magnox a possible grant for maybe half of these costings. Finally he confirmed that there was an article giving details of the proposed idea in the New Oasis with a village meeting planned for 19th December 2013.

9734. To receive a report from the Bonfire Event Working Party

Cllr Garratt had tabled a report for all Councillors and the Clerk had also circulated a reconciliation.

Cllr Garratt gave details regarding the event and suggested that there should be a review of the current charges on refreshments prior to the 2014 event. It was agreed that donations arising from the event would be considered at the January 2014 Parish Council Meeting. Cllr Revell suggested that the risk assessment for the procession needed to be looked into prior to the 2014 event and stated that he felt it was essential a police presence at this event. The Chairman thanked Cllr Garratt for her report and for masterminding the event.

9735. To Receive Reports from Portfolio Holders and Liaison Representatives

Street Lighting

Cllr Galloway reported she was meeting with a representative from SCC regarding the street lighting and to discuss possible lighting at the Low Rd Car Park to which she would report further at the next meeting.

Sizewell C

Cllr Galloway reported that a meeting had been held regarding the proposed Park and Ride sites.

Environment, Heritage and Access

Cllr Parry confirmed that he had reported the Footpath on Butchers Lane to SCC. On behalf of the Council the Chairman thanked Cllr Parry for the work he had carried out after the recent gales.

Grit Bins

Cllr Denny confirmed all the grit bins had now been filled. The Clerk confirmed that she had received a telephone call from a member of the public asking when the grit bin would be sited at Carlton Park. It was agreed both the Carlton Park and Low Rd bins would be sited before the December Council meeting.

Youth Club

Cllr Denny confirmed that Youth Club was still going well.

Emergency Plan

Cllr Roberts confirmed that, as the Parish Council were registered for Data Protection, there should be no problem for the Council to compile a list of all residents over the age of 60 within the parish.

Lych Gate

Cllr Aird reported £24,000 had been raised so far and she was also in the process of applying for a grant from the Landfill.

Recreation Ground

On behalf of the Council Cllr Revell thanked Cllrs Hartley, Denny and Garratt for erecting and organizing the shelving in the Billie Box. He reported that he had received confirmation that Kelsale Football Club would be playing no further games this season due to lack of player attendance.

9736. Any Other Matters Arising

Cllr Hartley reported that both the traffic islands on the A12 at the Carlton Crossing had been damaged in the recent storms and as a result the keep left arrows had been blown away. The Clerk confirmed she would report this matter to SCC.

Cllr Garratt confirmed that whilst meeting with [REDACTED], SCC he had mentioned that any hedges whereby ownership could not be sought could be cut back by local farmers or a small working party and suggested the hedges from the Main Rd to her property should be cut back.

Any other matters arising cont.....

Cllr Garratt raised concerns regarding the proposed resignation of [REDACTED] as Chairman of the Village Hall Management Committee. She stated that she felt a letter of thanks should be sent to [REDACTED] and suggested that the Council should look into adopting a Community Person of the Year Scheme. It was agreed this matter would be an agenda item at the next meeting.

Cllr Major raised concerns regarding the recent works carried out by the Environment Agency to the River Fromus and stated they had left behind all the cuttings and this was now causing problems to the river flow. The Clerk confirmed that she would e-mail the Environment Agency regarding this matter.

9737. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk.

9738. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 18th December 2013 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 9:24pm

Signed: Chairman Date:

Planning Appendix (since 23rd October 2013)

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

Application No: DC/13/3049/FUL

Location: Kelsale Under Fives Playgroup, Kelsale Primary School, Carlton Rd

Proposal: Erection of pedestrian canopy to front elevation. Extension of school office to side elevation.

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

Application No: DC/13/2961/OUT

Address: Land adjacent Sports Ground, North Entrance, Saxmundham

Proposal: Outline application for up to 15 dwellings with all Matters Reserved other than Access. This application is currently being circulated amongst the Planning Group. No decision has been made by SCDC, to date.

(b) Planning decisions confirmed since last meeting:-

Application No: DC/13/2606/FUL

Location: Carlton Park View, Carlton Rd, Kelsale. IP17 2QD

Proposal: Conversion of open fronted cart lodge to interior studio and snug.

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

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

The Planning Group made observations regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. It was also suggested that the Clerk should point out to Flagship Housing that as the PC own Carlton Green that consent should be sought for any required vehicular access. No decision has been made by SCDC, to date.

Application No: C13/1049

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

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

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied "close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: "Premises are outside the settlement of Saxmundham but "close proximity" to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh", all of whom are well provided with good and outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to "Sustainable development" but a "Free Primary School for 35 – 50 children" aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1. There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local

communities.

4.16 Policy MM13 Criteria to be satisfied:

- local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasenhall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends.

The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasenhall Rd), by a narrow track cul de sac lane leading to Hall Farm. Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a “much wider area” including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils’ homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a “feeder school” has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys’ toilets on the ground floor and likewise no girls’ toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom.

The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. **No confirmed** decision has been made by SCDC, to date.

Kelsale-cum-Carlton Parish Council

Neutral Farm House, Mill Lane, Butley, Suffolk. IP12 3PA
Tel: 01394 459400, E-mail: kelsaleparishclerk@gmail.com
www.kelsalecarltonpc.org.uk

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY
18TH DECEMBER 2013 IN KELSALE VILLAGE HALL, COMMITTEE ROOM AT 7:00PM

Present:	Cllr Keith Dickerson (Chairman)	Cllr Alan Revell (Vice Chairman)
	Cllr Jeni Aird	Cllr Geoff Fordham
	Cllr Edwina Galloway	Cllr Doug Ireland
	Cllr Susan Major	Cllr Paul Parry
	Cllr Carolyn Taylor	

In attendance: Joanne Jones – Parish Clerk. District Cllr Sir Peter Batho and County Cllr Michael Gower. There were no members of the public present.

Welcome by the Chairman

9739. Public Forum

There were no members of the public present.

9740. Reports

(a) Report by County Cllr Michael Gower

County Cllr Gower reported he had attended a Scrutiny Committee meeting regarding the proposed waste disposal incinerator at Great Blakenham to which he gave details. He confirmed SCC had ordered in plenty of grit for the coming winter months. Cllr Gower advised the Better Broadband scheme was moving ahead and confirmed 6 cabinets were to be installed by the end of March 2014 in Saxmundham to bring fibre-optic broadband into the Town. He advised Kelsale were currently still in Phase 4 of the project and confirmed he would write in order to make enquires as to when the cabinets would be installed within Kelsale. Cllr Galloway thanked County Cllr Gower for his assistance. The Chairman thanked County Cllr Gower for his report. Cllr Taylor raised concerns regarding the lack of spaces within Primary schools in the area and suggested more support should be given from SCC. County Cllr Gower volunteered to look into this matter.

(b) Report by District Councillor Sir Peter Batho

District Cllr Sir Peter Batho reported the Planning Application for Nobell had gone to appeal. He gave details regarding SCDC's precept requirement regulations and finally, he stated there had been lots of opposition to the proposed waste disposal incinerator from the Kings Lynn area to which he provided further details. The Chairman thanked District Cllr Batho for his report.

(c) Report by District Councillor Marian Andrews

District Cllr Andrews had sent her apologies. No written report had been submitted.

(d) Police Report

PCSO [REDACTED] had sent her apologies. The Clerk read the following report:-
Please find detailed below the 3 crimes for Kelsale and the 3 crimes for Carlton recorded during November 2013.

Kelsale

Arson: At a Main Road property a wheelie bin in driveway was set on fire. **Finalised.**

Assault occ. ABH: Within a private property.

Theft-In Dwelling: Within a private property by family member.

Carlton

Burglary-Other Bldg x2: At a Rendham Road address during hours of darkness a secure and locked small barn was entered, a petrol hedge trimmer, a chain saw and a nail gun were taken. **Finalised.**

Linked crime – neighbour of victim above.

Police Report cont...**Carlton**

Theft-Other: At a Rendham Road address a chain saw taken from open-fronted shed. **Finalised.**

PCSO 3070 [REDACTED]

Saxmundham and Framlingham SNT Saxfram.snt@suffolk.pnn.police.uk 01473 613500 or 101

The Clerk confirmed further to the last meeting she had written to PCSO [REDACTED] in order to raise concerns regarding her lack of attendance to the 2013 Parish Council meetings. She reported she had received a response whereby PCSO [REDACTED] gave details regarding her current shift patterns and sent her apologies stating that she hoped to be able to attend more meetings in 2014.

Cllr Ireland raised concerns regarding the on going problems occurring during weekends on the playing field at Saxmundham. The Chairman suggested the Parish Council should ask for an update on how this matter was being controlled by Suffolk Constabulary.

The Chairman formally opened the meeting at 7:27pm

9741. Apologies

Apologies were accepted from Cllrs Denny, Garratt, Hartley and Roberts.

9742. Declarations of Interest

There were none.

a) To consider any dispensations

There were none.

9743. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 27th November 2013

The draft minutes of the Parish Council meeting held on Wednesday 27th November 2013 had been circulated to all Councillors prior to the meeting and were Proposed for **Approval** by Cllr Galloway, Seconded by Cllr Parry. **6 in Favour, 3 Abstentions.**

9744. Parish Clerk's Report

To confirm I have now completed the revised reconciliation for the 2013 bonfire event and am pleased to announce the amount raised from the event to benefit the village is £1,156.04. There will be an agenda item at the January 2014 Parish Council meeting to formally consider how this money will be allocated.

9745. Matters Arising from the Clerk's Report

Cllr Major confirmed the VPMC were in favour of having a light installed within the Low Rd car park from the proceeds from the Bonfire Event.

9746. Matters Arising from the Parish Council Meeting held on Wednesday 27th November 2013

There were none.

9747. Parish Council Matters

(a) To consider costings for a replacement bin within the Low Rd Car Park

The Clerk reported she had spoken to [REDACTED] at Suffolk Coastal Services regarding costings for the duo bins and confirmed the cost would be £400.00 including installation. There was a brief discussion whereby the Clerk gave details of the costings for alternative bins. It was Proposed by Cllr Revell the duo bin should be purchased from Suffolk Coastal Services, Seconded by Cllr Aird. **All in Favour. Resolved.** It was agreed the replacement bin should be sited where the current bin is within the Car Park.

Parish Council Matters cont...**(b) To Approve the 2014 Parish Council meeting dates**

These dates had been circulated by the Clerk. **Approval** was Proposed by Cllr Fordham, Seconded by Cllr Revell. **All in Favour.**

(c) To consider adopting a Community Person of the Year Scheme

The Clerk and Chairman gave details regarding this matter and following a brief discussion it was agreed this matter could be deferred and included as an agenda item at the February 2014 Parish Council meeting. Cllr Ireland recommended the Clerk obtained guidelines from SALC.

9748. Planning Matters

(See Separate Planning Appendix attached).

The Clerk confirmed the planning application for Nobell had gone to appeal with the Planning Inspectorate. Cllr Revell raised concerns regarding the consent for Sandpit Cottage as works had already commenced. Cllr Taylor confirmed she had come across some correspondence regarding the plot of land at Southview and reported this stated at the time of building the last property it was agreed no further properties would be built on this land. Cllr Aird reminded members of the Planning Group to ensure they e-mailed all comments regarding future applications to the Clerk.

9749. Financial Matters:

(a) Financial Statement since last meeting**Income/Receipts**

None

Expenditure: (Direct Debits/Standing Orders)

EON Energy (Street Lighting)	£ 51.57
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Bank Balances:

Current Account as at 30 th November 2013	£17,321.21
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Business Saver Account as at 30 th November 2013	£12,026.76
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Community Energy Co-operative Account as at 30 th Nov 2013	£ 0.50
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(b) To Consider/Approve the following cheque payments:-

Jo Jones Salary & Expenses	£ 512.39
██████████ Wages (Litter Collector)	£ 60.00
HMRC– Jo Jones	£ 88.60
Nice Touch Landscapes (Rec Ground Entrance – Matting)	£ 899.25
██████████ (Xmas Tree)	£ 75.00
Cllr Hartley (Recreation Ground Expenses)	£ 134.79
██████████ (Bonfire Event and Xmas Tree)	£ 35.00
R W & J P Jones (Hedge Cutting – Recreation Ground)	£ 48.00
St Johns Ambulance (Bonfire event)	£ 72.00
Leiston Press (Printing – New Oasis)	£ 254.00
Kelsale Village Hall (Hire)	£ 30.00
TOTAL	£ 2,209.03

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

(c) To consider and approve the 2014/15 budget and set the precept

The Chairman and Clerk gave details regarding this matter and the Clerk confirmed she had updated the draft 2014/15 budget to which she gave details. **Approval** for the 2014/15 budget and for the precept to be reduced so the Parish charge would remain the same as in 2013/14, subject to confirmation was Proposed by Cllr Dickerson, Seconded by Cllr Major. **All in Favour.** The Clerk confirmed she would e-mail all Councillors with the exact precept figure once this had been confirmed by **Simon Taylor, SCDC.**

Finance cont....**d) To consider a quote from Eastern Facilities Management Services for the Grass Cutting on Kelsale Recreation Ground**

The Clerk gave details regarding the quote and **Approval** for Eastern Facilities Management to continue cutting the grass in 2014/15 for the cost of £538.58 + VAT was Proposed by Cllr Revell, Seconded by Cllr Taylor. **All in Favour.**

9750. To Receive a Report from the Community Energy Committee

Cllr Fordham reminded Councillors a Public Meeting was due to be held on Thursday 19th December 2013 to present to the Parish their proposals for a village scheme. Cllr Revell offered his apologies and stated the Social Club were in full support of the proposal. The Chairman stated as a result of this meeting the Community Energy Committee may need to ask the Parish Council for a small loan to allow the Committee to proceed with the scheme and to cover any additional expenditure required. It was noted that in principle, the Social Club and VHMC had also voiced their support in investing into this scheme.

9751. To Receive Reports from Portfolio Holders and Liaison Representatives**Recreation Ground**

The Clerk confirmed Cllr Garratt had recently ordered a replacement lock for the Billie Box but in the meantime she had found some additional keys to the present lock and therefore the Council were now in possession of two locks one of which Cllr Garratt had paid £54.00 for. There was a brief discussion and it was Proposed by Cllr Revell that in the first instance Cllr Garratt should try and return the lock and if this proved to be unsuccessful the Parish Council could keep it as an asset and maybe replace the lock on the Recreation Ground gate and failing this, it could be sold internally, Seconded by Cllr Aird. **8 in Favour, 1 Abstention.**

Lych Gate

Cllr Aird reported a representative from the Landfill Charity had now been to view the Lych Gate and a decision will be made regarding possible grant funding in January 2014.

Village Hall

Cllr Major reported the VHMC were keen to host a Dog Show in conjunction with Parish Council in 2014. Cllr Galloway confirmed she would be willing to assist with this. It was agreed this matter would be an agenda item at February 2014 Council meeting.

Environment, Heritage and Access

Cllr Parry reported on the recent works carried out to the River Fromus by the Environment Agency. Cllr Major gave further details regarding this matter and confirmed once she had received a reply to her recent personal enquiry she would forward this onto the Chairman. She also stated that [REDACTED] had confirmed some of the areas in which he is meant to trim he can no longer do as there is no bank to stand on.

New Oasis

Cllr Fordham confirmed he planned to present the re-design proposals to the Parish Council prior to the next issue going to print. The Chairman congratulated Cllr Fordham for the recent issue.

Kelsale Primary School

Cllr Galloway congratulated Kelsale Primary School on their recent successful Xmas Fair.

Street Lighting

Cllr Galloway confirmed she was meeting with [REDACTED], SCC. She also reported she had now liaised with Pearce and Kemp to which she gave details regarding the proposed changes and confirmed she would update the Council further on this matter at the January 2014 Parish Council meeting.

9752. Any Other Matters Arising

On behalf of Cllr Hartley, Cllr Ireland raised concerns regarding the flooded drain in Rendham Rd, Carlton. He also stated on behalf of Cllr Hartley that the North island at the Carlton Crossing was still in need of repairing. Finally he asked the Clerk to request for SCC to fill the grit bin sited within the Low Rd Car Park.

Cllr Taylor raised concerns regarding the fact there is not a grit bin at the North end of Beaumont Cottages. Further to brief discussion it was agreed this matter would be an agenda item at the January 2014 meeting.

9753. Correspondence

Correspondence received since the last meeting had been tabled by the Clerk. The Clerk confirmed Cllr Hartley had asked her to liaise with SCDC Planning Dept regarding the appeal for Nobell to which she confirmed she would keep the Planning Group advised of any further information regarding this matter, once received.

9754. Date of next Meeting

The next meeting of Kelsale-cum-Carlton Parish Council will be held on Wednesday 29th January 2014 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 8:34pm

Signed: Chairman Date:

Planning Appendix (since 27th November 2013)

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

Application No: DC/13/3447/FUL

Location: Ivy Hall, Rosemary Lane, Kelsale. IP17 2QT

Proposal: Conversion of existing outbuilding into 'granny annexe'.

This application is currently being circulated amongst the Planning Group.

Application No: DC/13/3407/FUL

Location: Plot 4, Southview, Carlton Rd, Kelsale

Proposal: Proposed chalet bungalow and garage with studio over.

This application is currently being circulated amongst the Planning Group.

(b) Planning decisions confirmed since last meeting:-

Application No: DC/13/3049/FUL

Location: Kelsale Under Fives Playgroup, Kelsale Primary School, Carlton Rd

Proposal: Erection of pedestrian canopy to front elevation. Extension of school office to side elevation.

The Planning Group had **No Objections** to this application. This application has been **Granted** by SCDC with 3 Conditions.

Application No: DC/13/2961/OUT

Address: Land adjacent Sports Ground, North Entrance, Saxmundham

Proposal: Outline application for up to 15 dwellings with all Matters Reserved other than Access.

This Planning Group **Objected** to this application. No decision has been made by SCDC, to date.

Application No: DC/13/2606/FUL

Location: Carlton Park View, Carlton Rd, Kelsale. IP17 2QD

Proposal: Conversion of open fronted cart lodge to interior studio and snug.

The Planning Group had **No Objections** to this application. This application has been Granted by SCDC with 2 Conditions.

Application No: C13/1063

Location: 7 Carlton Green, Kelsale-cum-Carlton. IP17 2QF

Proposal: Installation of an external oil boiler and associated oil tank.

The Planning Group made observations regarding this application and raised concerns regarding damage to Carlton Green whilst the installation is carried out. It was also suggested that the Clerk should point out to Flagship Housing that as the PC own Carlton Green that consent should be sought for any required vehicular access. No decision has been made by SCDC, to date.

Application No: C13/1049

Location: Sandpit Cottage, Low Rd, Kelsale-cum-Carlton. IP17 2NT

Proposal: Extension and conservatory.

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

Application No: C13/0585

Location: OS 7313, Dorleys Corner, Kelsale-cum-Carlton

Proposal: Proposed conversion of former helicopter hanger and workshop to form new free school together with creation of car park and playing field.

The Council raised concerns regarding the impact on traffic and have raised the following points regarding the Planning Supporting Statement:-

Para 2.9: Implied "close proximity to A12 & centrally located for Ipswich and Lowestoft. Are they really proposing to bus primary school children (4 – 11 years) 25 miles twice a day, as this would make an already long day for young children intolerably long?

Para 3.1: "Premises are outside the settlement of Saxmundham but "close proximity" to Kelsale, Saxmundham, Leiston, Knodishall and Aldeburgh", all of whom are well provided with good and

outstanding primary schools, with adequate places for local pupils.

Para 4.3: refers to “Sustainable development” but a “Free Primary School for 35 – 50 children” aged under 11 is hardly sustainable on this site in line with LDF Core Strategy Policy SP1. There will be no public transport, pavements or cycle-ways to encourage non-vehicular access and the children will be unable to travel independently in their older years. There is also no street lighting available in this location.

There does not appear to be any scope for local employment either, nor any links with local communities.

4.16 Policy MM13 Criteria to be satisfied:

c. local road network is able to accommodate the amount and types of traffic generated by the proposal. The Council do not agree with this statement: The Peasehall Road now carries a large amount of traffic thanks to SatNav routing – much more than previously. The road is narrow and has many sharp bends.

The junction with the Rendham Road (Carlton Lane) has poor visibility and the A12 crossing which is an accident hot spot would become even more hazardous.

This junction is already busy at school times with pupils being transported to our own local primary school in Kelsale. If 2 mini buses are proposed to be run then this only accounts for 16-20 pupils and therefore the other 50% will be travelling by car.

The application site is also one field, some 70 yards from Trust Farmhouse, sole access to which is from the Kelsale Rd (formerly Peasehall Rd), by a narrow track cul de sac lane leading to Hall Farm. Hall Farm is a 4000 acre commercial farming operation which uses the road for movement of heavy agricultural machinery throughout the year, traffic increasing around harvest season so again this location would not prove to be suitable for a school to be sited.

5.7: A Primary school of this size should not be drawing pupils from a “much wider area” including Ipswich and Lowestoft.

5.10: This is a very spurious argument to justify the distances from potential pupils’ homes – how many children currently travel from Knodishall to Ipswich at Primary level?

5.22: Is the proposed school to be a free school or an independent school?

It was noted that the applicant stated that a “feeder school” has been requested for their Free School in Ipswich. The Planning Group confirmed that they could find no trace of a Free Secondary (or primary) school in Ipswich.

The application states that a reception classroom would be on the ground floor but there are no boys’ toilets on the ground floor and likewise no girls’ toilets are on the first floor. At Reception level the Council felt that toilets for girls and boys should be on the same level as the classroom.

The Council also raised concerns regarding the impact that this proposal could have on Local Primary Schools if Approved. Our local schools are mostly small rural schools and are struggling financially. Pupils means money, therefore any loss of pupils locally could impact heavily on local school budgets, and possibly mean closure.

It was felt that the sewerage in this area was already poor and therefore additional sewerage would only cause further issues.

The Council stated that this site is an Agricultural Brownfield Site and lies outside of the village envelope and therefore any development on this site would not be in line with LDF Policy SP29. **No confirmed** decision has been made by SCDC, to date.