

Kelsale-cum-Carlton Parish Council
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Draft

**MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY 30th
January 2019 AT 7:45PM IN KELSALE VILLAGE HALL, COMMITTEE ROOM**

Present at the meeting: 1

Cllr Alan Revell (Chairman)	Cllr Susan Major
Cllr Claire Buttle	Cllr Rob Holden
Cllr Chris Burslem	Cllr Tim Roberts
Cllr Keith Dickerson	Cllr Edwina Galloway
Cllr Carolyn Taylor	

In attendance: None

Welcome by the Chairman.

10815 Public Forum

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

A member of the public shared their views regarding the proposed Sizewell C Consultation with the parish council and they were duly noted by the Chairman.

10816 Apologies – Cllrs Lumb, Pulham (Vice Chair) and Ellis

10817 To consider the Parish Council's response to the EDF Sizewell C Consultation

The Chairman asked Cllr Galloway to lead the discussion on the parish council response to the Sizewell C Consultation. Cllr Galloway reported that she and others had been doing work in the background on this and presented an infographic and a proposed questionnaire to be distributed to the residents of Kelsale-cum-Carlton.

The infographic illustrates the impact of the proposed transport systems. Cllr Galloway said that the figures supplied by EDF appear to be based on 'best case scenario'. She cited the case of Hinckley, where a new power station is currently under construction needing to apply for a 50% increase in HGV deliveries after it had been started due to unforeseen circumstances. Cllr Galloway suggested that this infographic be used to communicate with the residents of the village the potential impact of both the road and rail options.

She also reported that she and Cllr Buttle had created a simple questionnaire to be distributed to residents to canvass their opinions. It was proposed that the questionnaire is circulated at the Public Meeting on Wednesday 6th February and also hand delivered to other residents in the village. The evidence gathered from the questionnaire plus the views expressed at the Public Meeting will be included in the formal response submitted. Cllrs Galloway and Buttle are in the process of forming a list of volunteers to deliver the questionnaire and talk to residents. A number of councillors in the room agreed to be included on this list.

Cllr Galloway explained that the questionnaire was short and to the point and had been tested on a number of neighbours and as a result had been improved. She circulated a copy of the questionnaire to councillors for their consideration. A number of changes were suggested and accepted by Cllr Galloway.

The following was agreed:

- The questionnaire will be amended to include suggested improvements discussed in the meeting.
- Household details will be captured on the questionnaire to aid analysis.
- Questionnaires that are returned by post will go to the Village Hall address and collected from there.

- The deadline for return will be 14th February 2019. (see addendum below).
- Cllrs Galloway and Buttle will collate and provide analysis of the data collected which will be included in the formal response.

At this point the arrangements for the Public Meeting were discussed. ***The following was agreed:***

- Councillors to arrive at the Village Hall at 6.30pm for set up. Chairs to be set up and copies of the infographic and questionnaire placed on seats for residents to fill out.
- The meeting to start at 7.00pm. The Clerk will provide a formal signing in sheet (complete with an address field) to be positioned at the entrance to be completed as people arrive.
- Introduction by the Chairman.
- Introduction of the questionnaire by the Chairman.
- Presentation by Cllr Galloway (and either Ian Galloway or the Chairman tbc).
- Q&A session.
- Talk on questionnaire and request for it to be completed and returned on the night. Residents will be asked to complete the address box so that councillors distributing the questionnaire to the rest of the village do not knock on their doors.
- Tea/Coffee at the end – opportunity for residents to informally chat to councillors about the questionnaire.

Actions:

- ***Clerk to create signing in sheet which will include a box for addresses.***
- ***Clerk to contact bookings officer at Village Hall and request keys for hall and key for the room housing the chairs, the use of a screen for presentation and microphone.***
- ***Cllr Roberts to provide use of projector in advance of the meeting.***
- ***Cllr Buttle to order 500 x infographics and 1,100 Questionnaires from Leiston Press and bring a stock with her for the meeting on the night.***
- ***Cllr Taylor to create A3 laminated posters of infographic with added text 'Have Your Say' included to be distributed in prominent places and in the school.***
- ***Cllr Major to help with serving tea/coffee at the end of the session.***

10818 To review the Final Draft Local Plan for legal and procedural compliance

The Chairman reported that he and Cllr Galloway had attended a successful meeting with Suffolk Coastal District Council (SCDC) last week regarding the housing allocation numbers to be included in the new Local Plan. SCDC suggested that the best course of action will be for the parish council to submit a formal response with their request and rationale. Cllr Galloway presented a proposal that she had prepared and circulated in advance of the meeting. A vote was taken on whether this proposal should now be submitted. This was proposed by Cllr Roberts, Seconded by Cllr Dickerson – vote unanimous.

10819 Date of the next meeting

The meeting was closed at 9.25pm. The next Ordinary Committee meeting will take place on Wednesday 27th February 2019 at 7.00pm in Kelsale Village Hall.

Addendum: The Clerk was approached by Cllr Galloway after the meeting to request that the deadline for returns be extended to Thursday 21st February 2019.

Signed: Chairman

Dated: