

*Kelsale-cum-Carlton Parish Council*

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**SUMMONS**

Notice is hereby given that a meeting of the Kelsale-cum-Carlton Parish Council will be held on Wednesday 27<sup>th</sup> February 2019 at 7.00pm in the Committee Room at Kesale Village Hall

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**In attendance:** *Mr Mark Stevens, Assistant Director, Operational Highways*

**Welcome to Members of the Public: -**

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.

**Reports from County and District Council Representatives.**

**AGENDA**

1. **To receive apologies for absence**
2. **To accept apologies for absence**
3. **To record absence without apologies**
4. **To receive Councillors Declarations' of Interest**
5. **To consider any Dispensations**
6. **To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 23<sup>rd</sup> January 2019**
7. **Parish Clerk's Report**
  - 7.1 Forthcoming Parish Council Elections.
  - 7.2 Change of date for May meeting.
  - 7.3 Timetable for end of year accounts.
  - 7.4 Annual review of Financial Regulations
  - 7.5 Annual review of Standing Orders
8. **Clerk's Report on urgent decisions**

None
9. **Matters Arising from the Parish Clerk's Report**
  - 9.1 Digital Mapping Tool – research. *Clerk and Cllr Pulham update*
  - 9.2 Purchase of frame for Conservation Area certificate. *Cllr Roberts/Clerk update*
  - 9.3 Solutions for Internet Banking. *Clerk progress report*
  - 9.4 Annual Parish Meeting Speaker. *Update*
  - 9.5 Schedule the checking of District Council website for upcoming Planning Committee Meetings. *Completed*
  - 9.6 Email regarding cars parked in Low Road car park. *Cllrs Roberts & Pulham to report*
10. **Matters Arising from the Parish Council meeting held on Wednesday 23<sup>rd</sup> January 2018**
  - 10.1 Weight Limit Signs on Rendham Road. *Update from Clerk*
  - 10.2 Strategy for attracting new councillors for election. *Report from Cllr Roberts*

- 10.3 Meeting with representatives at Carlton Meres. **Report from Cllrs Roberts & Pulham**
- 10.4 Maintenance of hedge on Main Road. **Update from Cllr Buttle**
- 10.5 Review of Planning Policy. **Report from Cllr Roberts**
- 10.6 Screen Suffolk permission to film on recreation ground. **Update from Cllrs Dickerson & Pulham**
- 10.7 Neighbourhood Farm Watch. **Update from Cllr Roberts**
- 10.8 Refurbishment of Benches. **Update from Clerk via Mr Hannah**
- 10.9 Horse riding warning signs. **Update from Clerk**
11. **Parish Council Matters:**
- 11.1 To consider the Sizewell C Consultation Response. **Progress report from Cllrs Galloway & Buttle**
- 11.2 To consider the Scottish Renewables Phase 4 Consultation. **Cllr Holden**
- 11.3 To consider the purchase of a Licence for the recreation ground. **Cllr Galloway**
- 11.4 To consider the cutting of the hedge on Rosemary Lane. **Cllr Buttle**
- 11.5 To consider the parish council response to Nuclear Power. **Cllr Roberts**
- 11.6 To consider the signpost quotation. **Cllr Roberts**
12. **Planning Matters**
- 12.1 Planning Report** (contains details of new applications listed below)
- 12.2 New planning applications since the last meeting:**
- DC/19/0257/FUL** Hillview Cottage, Curlew Green, Kelsale Demolition of an existing dilapidated cart lodge and store and for the erection of a new cart lodge with garden studio/work space, store and mezzanine level.
- DC/19/0133/FUL** Carlton Meres Country Park, Carlton Lane, Kelsale-cum-Carlton Use of land for the stationing of static holiday caravans for holiday occupation between 1<sup>st</sup> March in any year and 14<sup>th</sup> February in the next.
13. **Financial Matters**
- 13.1** Financial Statement since last meeting. **See Finance Report.** To approve the financial statement and payments.
- 13.2** Clarifications regarding Pension payments and HMRC liability.
- 13.3** To sign and approve the bank statements and bank reconciliations for December 2018 and January 2019.
- 13.4** To approve Annual Playground Inspection from Play Inspections at a cost of £130.00 (exc VAT).
14. **To receive a report from the Village Centre Enhancement Working Group**
15. **To receive a report from the Neighbourhood Plan Steering Group**
16. **To receive reports from Portfolio Holders and Liaison Representatives**
17. **Items for consideration for Inclusion on the next agenda**
18. **Correspondence**  
**None.**
19. **To consider excluding the public and press - no considerations necessary**
20. **Excluded item – there are no excluded items**
21. **The next Committee Meeting to be held on 27<sup>th</sup> March 2019 at 7.00pm in the Committee Room, Kelsale Village Hall.**

Signed: *Elizabeth Flight* Clerk to the Council

Dated: 20<sup>th</sup> February 2019