

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 26th JANUARY 2022
AT 7:00PM IN THE MAIN HALL OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Simon Ransome
Cllr Edwina Galloway (Vice-Chair)	Cllr Claire Buttle
Cllr Traci Weaver	Cllr Rob Holden
Cllr Susan Major	Cllr Keith Dickerson

In attendance: 9 members of the public.

Welcome by the Chairman.

11567 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.

The first member of the public reported that there was a group attending regarding the planning application DC/215742/OUT, Carlton Park Industrial Estate. Following on from the developer's presentation, a small meeting took place of the residents of Carlton Park. It was agreed to organise a steering group to arrange a campaign against the proposed application. Many signatures have been gathered on a petition. The leaflet produced shows an impression of the view which would be from Carlton Park. The diagram inside shows the traffic routes, which will have an increase of HGV's. There will be 24/7 noise and light pollution. The private sewage treatment plant is cause for concern, both from the smell and the hygiene points. The campaign is not about the development of the site, it is about mitigating the impact on the area. Development for food production, joinery etc, could be a way forward. It would be good if the PC went to ESC and ask for a rethink.

The second member of the public wanted to comment about the plans to the front of the Carlton Park Industrial Estate. If a fast-food outlet is permitted to the front of the area, it will create damage to Kelsale. The area proposed stands high above the road, it is a large green area. There would be advertising signs, of at least 18ft high. It would be open 7 days a week and create more traffic, as well as noise, light pollution, vermin, and litter. There has been no food outlet in that area for 50 years. The neighbouring property was not informed of the plans. On the original plans which were shared, there was only one unit, there is 2 units on the plans now. This would have a large impact on the other food outlets in Saxmundham.

The site is too densely covered, a smaller scaled development would be more beneficial, and office high tech would create more jobs.

The first member of the public commented that the Councillors would be welcome to come and look at the site from Carlton Park. The reed bed sewage plant is very close to the residential properties. The boundary is very close to Carlton Hall.

Cllr Revell said that the Councillors would take on board all the comments made. The traffic to the site would be passing down the old A12, and there would be a weight limit through Saxmundham to avoid the vehicles using that route. Mitigation of the impact of the development is requested, and the food outlet/café/restaurant is in the incorrect place.

The second member of the public suggested that the foot outlet should not be in the front of the site at all.

The third member of the public said that the impact on the wildlife will be changed as will the historic parkland.

Three members of the public left at 7.27pm.

The fourth member of the public wished to talk about the recreation ground fence. An arrangement has been made to have the fence repaired. The PC investigated the ownership of the fence, and it was inconclusive. Nothing has been done since then and the fence has now fallen over in places. The cost to repair the fence could have been split between the two concerned parties. As the pretty side faces the residential property it seems that the ownership of the fence could be the PC. The PC has repaired the fence many years ago. The main posts of the fence have rotted away. The fence is to be repaired at no cost to the PC as a gesture of goodwill. The ownership requires further investigation and evidence. Would the PC accept the work to the fence is to take place?

Cllr Revell thanked the member of the public for repairing the fence. The ownership is a grey area. When it was investigated before it was difficult to clarify the ownership. It is important for a good relationship between the PC and the neighbour. As the money that the PC has is public money, the decision to spend any must be carefully considered for the benefit of the community. There is a need to sort this situation.

Cllr Galloway commented that the Council would welcome clarity on the ownership of the recreation ground fence.

Cllr Revell suggested that this item, the recreation ground fence ownership, is placed on the agenda for the next meeting.

ACTION: Place 'ownership of the recreation ground fence'.

1 member of the public left at 7.35pm.

The fifth member of the public brought along a book written by a local resident, and asked if anyone would like to purchase a copy.

11568 Reports

Report by County Councillor Richard Smith

Richard Smith commented that he is not directly involved with planning applications, that is ESC, highways is a matter for SCC to consider. Sizewell C – the planning inspectorate has asked for an extension on the date they have to submit a report to the government. It is another 6 weeks, which comes to the end of February. The government then has three months to give their response. It is hoped there will be a decision by mid-June. If the Sizewell C development gets the go ahead the SCC will try to ensure that the area gets the best deal, which may be financially, this may assist with mitigating the impact of the development on the area. The Stop Sizewell C team have done a very good job at trying to prevent this development. Budget – the SCC budget will have the final decision on the 9th February. There is a proposed 3% increase, which includes 1% to social care and 2% to general expenditure. There are no proposed cutbacks in services. The government is being generous with the amounts of money that they are transferring.

Cllr Galloway asked if the Carlton Park development goes ahead, could a condition of the ESC planning approval be a pedestrian crossing near the school. If so, would the SCC support this?

Richard Smith said that the SCC would be in support of the pedestrian crossing. The email that was circulated concerning the payment to the Quiet Lanes scheme has been seen and it was the conclusion that this was all to be paid for by funding. The PC may send a donation towards the cost.

Richard Smith and a member of the public left the meeting at 7.48pm.

Report by District Councillor Burroughes

Apologies received and a written report submitted.

The Chair formally opened the meeting at 7.50pm.

Cllr Revell commented that the Co-option of a Councillor would be considered at the next PC meeting as the applicant is unable to attend this evening. An email should be sent to invite them to the meeting in February.

11569 To receive apologies for absence – Cllr Stewart, Cllr Harker and District Councillor Stephen Burroughes

11570 To accept apologies for absence – Accepted.

11571 To record absence without apologies – None

11572 Declarations of Interest

Cllr Galloway is to receive a payment for giving feedback to the Planning Inspectorate.

11573 To consider any dispensations – None.

11574 To consider the Approval of the draft minutes of the Parish Council meeting held on 8th December 2021.

The draft minutes had been circulated and the version now on the website were approved with abstentions from those that did not attend. Proposer: Cllr Galloway, Seconder Cllr Weaver and agreed by all who attended, with abstentions from 3 Councillors.

Cllr Revell suggested that the planning applications should be moved to this position on the agenda, this was agreed by all.

11575 Planning Matter

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

12.2 New planning applications since the last meeting:

DC/21/5649/FUL – Rookery Orchard, Clay Hills Road, Kelsale-cum-Carlton, IP17 2NN

Erection of a single storey front extension.

This application had been circulated to all Councillors.

The PC agreed not to object to this development.

ACTION: Clerk to advise ESC accordingly of the decision of the Councillors.

DC/22/0016/CLE – Land at Cherry Tree Cottage, Curlew Green, Kelsale-cum-Carlton, IP17 2RA

Certificate of Lawful Use (existing) – Residential caravan located in a non-curtilage land since 2005.

This application had been circulated to all Councillors.

Cllr Buttle had spoken to a couple of the property's neighbours. A concern is that the caravan will be removed, and an annex put in the place.

The PC agreed to talk to the neighbours and feedback a response all the other Councillors and then prepare a response for the Clerk to submit.

ACTION: Clerk to advise ESC accordingly of the decision of the Councillors.

DC/21/5515/FUL – Town Farm, Town Farm Lane, Kelsale-cum-Carlton, IP17 2RJ

Erection of 21 MW Solar PV development with associated equipment and ecological improvement works on Land at Town Farm, Town Hall Lane, Kelsale-cum-Carlton, IP17 2RJ.

This had been circulated to all the Councillors prior to the meeting.

It was agreed that the PC should ask for an extension on the time to response to this application.

The Clerk had received an email from Harry Witt who commented that if the PC had any questions, then they would be answered. Several questions were submitted but no response

has been received. The Clerk phoned the developer, and he stated that the questions required extra time to collate the answers.

Cllr Dickerson commented that a response had been received for the Biodiversity Group.

The site is to be increased and include three ponds.

Cllr Ransome said that he was in favour of the principal.

Cllr Weaver commented that there are a lot of inaccuracies in the planning application, and it was impossible to print out the information from the ESC website.

Cllr Dickerson said that ESC sent out a printable version.

Cllr Galloway said that the neighbours are concerned as it is agricultural land.

The PC agreed to review the plans and then report back to the Clerk with a response.

Cllr Weaver said it is a greenfield site.

Cllr Galloway said that the construction could take 6 months, a high number of vehicles along a designated quiet lane.

8.24pm meeting closed

A member of the public commented that the landscape and visual appraisal was not very accurate.

Cllr Dickerson commented that the trees will remain on the site, and the hedgerows will be extended.

Cllr Weaver said that the height of the equipment is quite high.

The member of the public commented that the site can be seen from the roads, and the line of sight is quite deceptive, the whole development will be quite intrusive.

8.27pm meeting opened

Cllr Galloway suggested that the PC should have a view if no extension granted.

ACTION: Clerk to apply to the case officer for an extension.

DC/21/5742/OUT – Carlton Park Industrial Estate, Ronald Lane, Kelsale-cum-Carlton

Outline – Erection of 10no. commercial units consisting of Class E (offices, light industrial and cafes), B2 (general industrial) and B8 (storage and distribution) with access, layout and landscaping to be considered.

Cllr Revell commented that he had asked if the residents would consider re-location of the café to the other side of the site at the front, but they strongly feel it should not be there at all.

Cllr Buttle said that in a previous meeting it was said that the café would be owned by a local company not KFC, Greggs etc.

It was agreed by all the Councillors that there should be no food outlet at the front of the site.

Cllr Revell suggested that it is difficult to predict the uses of the warehouses. There is no reason why anyone could not apply for a change of use after having purchased one.

Cllr Galloway commented that, as part of the planning conditions, we should include a pedestrian crossing outside the school.

Cllr Revell stated that he is unsure of how much influence the PC comments will have on the application. Considerations could include a reduction in the curtilage, the height and the sustainability.

Cllr Ransome commented that the buildings are quite high, 24ft, there is no problem with the curtilage.

Cllr Galloway said that the location of the proposal should be considered in relation to Carlton Hall.

Cllr Revell said that the main concerns are the height of the buildings, HGV movements, light pollution, visual impact. Could the height of the new buildings be the same as the existing ones? One form of mitigation on the impact of the proposal is to sink the building into the ground.

It was agreed by all to have no objections, but with the conditions/mitigations.

ACTION: Clerk to contact the ESC with the Councils views.

DC/21/5622/VOC – Carlton Park Industrial Estate, Main Road, Saxmundham, IP17 2NL

Variation of condition 2 of DC/21/2529/FUL – Erection of 4 no. commercial units (B8).

Cllr Ransome commented that this is an extension of unit K to be built. This would remove the proposed bicycle racks.

All the Councillors agreed to no objection with a condition of extra cycle storage.

ACTION: Clerk to contact ESC with the Councils views.

11576 Parish Clerk's Report

Queens Green Canopy – the Treebilee project has informed us of when the trees will be ready for collection, 16th February. Is anyone available to collect the tree. Advertising revenue – a couple of companies have been chased for payments. Norse – no invoice has been received for the grass cutting. Carlton Industrial – following on from the representative's attendance at the meeting in November, there was a set of amendments sent by the representative for the minutes. The minutes were agreed in December, the recommendation is that the amendments are noted but the minutes should remain the same. A VAT refund has been submitted for the third quarter of the year; the amount is £483.06. Gull Stream – an email was received concerning the ditch that runs into the Gull Stream, this has been forwarded to the Environment Agency. Broadband – the contract is not renewable until January 2023. Councillor attendance – having spoken to SALC, the non-attendance of a Councillor will automatically result in the cancellation of their place if there is no attendance or apologies up to the March meeting. SID data – the resident who deals with the speed sign has submitted some data taken from the Carlton Road sign. There were three cars travelling at 50mph. Clothing bank – the current clothing bank on the car park is to be replaced with a new one which is to raise funds for the East Anglian Air Ambulance. Policies - the policies to be re-adopted have no changes to them. The new model of the 'Code of conduct' is to be agreed by Suffolk in May. Solar Park – There has been communication from Harry Witt of Alpaca Communications requesting any questions that the Councillors may have been sent through to them. Some questions have been passed on, but no reply has been received. Highways – an email has been received asking when the work on the ditch will be completed. Hilltop – a couple of phone calls has been received from the resident of Hilltop, I have passed this onto the County Councillor and the District Councillor for their assistance as she has had no response from the planning department.

11577 Clerk's Report on urgent decisions

None

11578 Matters arising from the Clerk's report.

Cllr Revell said that he will collect the tree from Ufford. It is suggested that the tree be planted on the recreation ground.

Cllr Galloway stated that a fruit basket has been ordered as a gift for the editor of the Community News. It was agreed by all that the payment of £30 be organised on receipt of the invoice.

Cllr Revell said that an email had been received from Cllr Ellis stating his resignation. Highways are aware of the issue with the completion of the ditch clearance, as NJB are trying to obtain a licence for the road closure.

11579 Matters arising from the Parish Council meeting held on Wednesday 8 December 2021.

10.1 Main Road Ditch – Cllr Revell said that this work is ongoing, as previously mentioned NJB need to obtain a road closure licence.

ACTION: Cllr Buttle to update the Council with a start date for the work when given.

10.2 Spinney Pocket – It was agreed to remove this item from the next agenda.

10.3 Fingerpost sign – Cllr Holden to collect the broken part from Peggs.

ACTION: Carry over to next month

10.4 Trees on the Car Park – Cllr Buttle said she is waiting for another quote to sort the trees.

ACTION: Carry over to next month.

10.5 Layby – Cllr Ransome commented that he has litter picked and cleared the layby.

ACTION: To continue monitoring the amount of litter in the layby.

10.6 Proposed Plans – The Clerk reported that the plans have been circulated to all.

10.7 Car Park – Cllr Revell has checked the car park and spoken to Mr Ruth about the repairs. The payment is on the finance report,

10.8 Queens Green Canopy – Cllr Dickerson commented that there will be a tree planted on the recreation ground, and there is to be some hedging planted as well.

ACTION: Place on the agenda for the next meeting.

11580 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Ransome said that the previous Treasurer for the Village Hall Committee has been prosecuted and jailed for 14 months. A comment has been received from a member of the public concerning this, stating that the members of the Council should resign. A statement has been written as a response by the Village Hall Committee.

Cllr Galloway said that a separate statement has been written by Cllr Revell and Cllr Galloway. Both statements are to be placed in the public domain.

Cllr Ransome commented that there is to be a working party to deal with the front of the Village Hall. The potential siting of the new lift continues to be an issue.

11.2 Power projects/Sizewell C: Cllr Galloway reported that BEIS meeting is to be rescheduled, Cllr Buttle and Cllr Galloway to attend. The Planning Inspectorate has required an extension to enable them to collate a response.

11.3 Funding for the recovery of the footpath: Carry over to the next meeting.

11.4 Spinney Pocket Park – Cllr Dickerson reported that he was going to mark the trees that were to be removed, but on reflection decided not to do this. It is being considered to set up a resident's group, Friends of Spinney Pocket Park, try to get people involved. The Biodiversity Group are happy to be involved and support. It could be that the Spinney becomes, Spinney Community Woodland.

Cllr Galloway said that the Pocket Park means something, so you would need to be careful if the name was to be changed.

Cllr Dickerson said that there are some grants available for this work.

ACTION: Cllr Dickerson to check the name 'Spinney Pocket Park'.

11.5 Management of the recreation ground – Cllr Dickerson asked how the cutting of the footpaths is being done effectively.

Cllr Buttle said that there is a map for Norse, the small posts have been removed as they were vandalised. The corner posts could be replaced. The plan to have this woodland path was agreed at a PC meeting.

Cllr Dickerson said that a signboard could be placed in the area, and this could explain why the path was created and the wild areas left.

Cllr Revell said that the sign board sounded a good idea.

ACTION: Cllr Dickerson to design a sign board for the area.

11.6 Annual Parish Meeting – It was agreed by all that the Bio-diversity Group arrange a speech for the APM.

11.7 Queens platinum Jubilee – Cllr Buttle said there was a couple of possible dates, 2nd and 5th June. The Village Hall, the Church and the Social Club are to work together on this event.

Cllr Revell commented that the Thursday 2nd June would be a better day.

ACTION: Clerk to investigate the cost of a road closure.

11.8 Re-adoption of the Privacy Notice, Social Media Protocol, Code of Conduct, Discipline and Grievance Policy and Pre-planning protocol.

Cllr Galloway proposed that the PC re-adopt the policies listed above, this was seconded by Cllr Ransome and agreed by all.

11581 Financial Matters

13.1 Financial Statement since the December meeting. See Updated Finance Report of 21st January 2022.

Cllr Galloway proposed the payments, this was seconded by Cllr Dickerson and agreed by all.

13.2 To approve and sign the bank statements: The Bank Statement to 31st December 2021 plus financial reconciliations were agreed and signed by the Chairman.

13.3 Quarterly Accounts to the end December 2021

Cllr Weaver proposed that the PC agrees and notes the Quarterly Accounts, this was seconded by Cllr Buttle and agreed by all.

13.4 To approve the internal auditor for the 2021/22 financial year.

The Clerk suggested that the PC uses SALC as the internal auditor, this was agreed by all.

11582 To Receive Reports from Portfolio Holders and Liaison Representative

E3: Defibrillator

Cllr Holden reported that a new battery has been fitted to the defibrillator.

A2 & A3: Community, Energy & Health

Cllr Dickerson and Cllr Major had attended a meeting of the PPG. An article is to be placed in the Community News to explain the future of the surgery and the new one stop shop.

D1: Parish Newsletter

Cllr Galloway proposed a letter of thanks should be written to the editor of the Community News, thanking her for a successful edition.

ACTION: Clerk to send a thank you letter.

Cllr Weaver commented that she had seen an article about electrical charging points in a SALC document.

Cllr Galloway said that ESC own the car park and the PC leases it.

Cllr Weaver also stated that she had applied for a grant for a zip wire on the recreation ground, but another application will go to another source.

11583 Items for consideration for inclusion on the next agenda

As listed within the minutes

11584 Correspondence

Kelsale-cum-Carlton PCC – The Clerk commented that a letter had been received from the PCC regarding a donation for the upkeep of the churchyard. It was agreed by all to pay the £300 that was already allocated in the current year's budget.

11585 To consider excluding the public and press

No considerations were necessary.

11586 Excluded items

There were none

11587 Date of the next meeting

The next Meeting is to be held on the 23rd February 2022 at 7pm, this will be held in the Committee Room of the Village Hall.

The Chair closed the meeting at 10:04pm.

Signed: Chairman Dated: