

Kelsale-cum-Carlton Parish Council
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**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 28th JULY 2021
AT 7:00PM IN THE MAIN HALL OF THE VILLAGE HALL**

Present at the meeting:

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|--------------------------|-----------------------------------|
| Cllr Alan Revell (Chair) | Cllr Edwina Galloway (Vice-Chair) |
| Cllr Keith Dickerson | Cllr Simon Ransome |
| Cllr Claire Buttle | Cllr Rob Holden |
| | |

In attendance: 2 members of the public.

Welcome by the Chairman.

11441 Public Forum

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

No comments from the members of the public.

11442 Reports

Report by County Councillor Richard Smith

Richard Smith reported that Sizewell C is still a concern, at the recent hearings he was impressed by the inspector's thoroughness of questions to EDF. The Stop Sizewell C group were also very good at asking questions. This stage of the proceedings must be completed by October. There is to be more dates for hearings in August. The local community has put together a good case against the Sizewell C project.

Cllr Galloway said that the hearings have been very good, and they are now considering the biodiversity implications of the project.

Richard Smith said that they inspectors have three months after October to put forward their recommendations. Then there is an issue of how Sizewell C is to be paid for.

The footpath case that Cllr Buttle has mentioned, this has clearly not been maintained. Richard has £2,500 in his budget available to assist with the excavation to locate the footpath. It is not much money, but the budget given is £25,000 over four years for thirteen parishes. Hopefully this will reveal the footpath so that Highways will have to maintain it.

Cllr Galloway asked if the Highways team are considering ways of mitigating the noise from the predicted additional traffic created by Sizewell C. EDF stated that there had been meetings with Highways to look at re-surfacing and bunds.

Richard Smith commented that he was not aware of anything. There is a SCC & ESC community mitigation fund, he will investigate this and report back.

Cllr Galloway asked about the verges and wildlife. There is a lot of discussion about this at the moment. What is your opinion?

Richard Smith said that he welcomes the longer verges and the wildlife, there are now some areas that have signs to show this.

Cllr Buttle asked how the PC claims the money for the assistance with the footpath?

Richard Smith said that Highways need to be asked to do the excavation, the funding can only be used with Highway's contractors. This will be expensive, and the PC will need to put some money towards this. This will enable the PC to choose the starting point for the excavation. Highways does not really have the money to spend on this project. The meeting that was held with Peter Sparrow, Richard stated he believes that there is a footpath there.

ACTION: Place on the agenda for the next month's meeting.

Richard Smith left at 7.18pm

Report by District Councillor Burroughes

Written report received from Stephen Burroughes, and apologies received.

Cllr Dickerson commented that in Stephen's report it mentions a new development in Felixstowe, and it states that this will be energy efficient properties.

The Chair formally opened the meeting at 7.20pm.

11443 To receive apologies for absence – Cllr Ellis, Cllr Harker and Cllr Stewart.

11444 To accept apologies for absence – Accepted.

11445 To record absence without apologies – None

11446 Declarations of Interest – None.

11447 To consider any dispensations – None.

11448 To consider the Approval of the draft minutes of the Parish Council meeting held on 30th June 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 Holden, Seconder Cllr Buttler and agreed by all, with one abstention.

Cllr Revell and the Clerk thanked Cllr Holden and Cllr Harker for their assistance with recording the meeting in the absence of the Clerk.

11449 Parish Clerk's Report

External Audit – further information has been requested and sent. Car Park – contact has been made with Mr Ruth and he has agreed to complete the work on the car park in September. Policies – there are three policies to re-adopt and there are no changes to them. Parish Online – I contacted Parish Online to see how much the subscription would be, this is free for a trial period and then it would be £67.20 per month. Bottle bank in the car park – the bottle bank was overflowing, I contacted Norse and advised them of this, also stated that the contact details on the side of the bank were incorrect. This has now been rectified. Dog waste bins – I was contacted regarding overflowing dog waste bins. This has been rectified but if the PC wishes to have additional emptying it will cost £52 per year. TENS licence – The TENS licence has been approved for the Bonfire night. Grass cutting – a concerned resident emailed regarding the height of the grass on the play area at Carlton Green. Norse was contacted but they gave a quote for grass cutting this year and it did not mention the Green. A response has been received from the solicitor regarding the ownership of the recreation ground fence. Rural Coffee Caravan – this is to attend the village on the 7th September between 10-12. Ditch alongside the playing field – an email has been received stating that the ditch needs some maintenance. Sizewell C/Power projects – a virtual meeting was held between Sizewell representatives, Cllr Galloway and me on Monday afternoon. Spinney Pocket – an email has been received from a resident who comments that some of the trees are overhanging their garden. Carlton Meres – communication is taking place with a nearby resident regarding the missing signage. Annual Leave – please note that I will be on Annual Leave on Friday the 20th August.

11450 Clerk's Report on urgent decisions

None

11451 Matters arising from the Clerk's report.

Cllr Galloway said the Parish Online was a mapping service, which may be useful, but it is difficult to justify £60 per month.

Cllr Revell said that the bins do not get very full in some areas of the village. Cllr Holden said the one near the recreation ground is always full. It was agreed not to pay for the extra emptying.

Cllr Revell suggested that grass cutting of Carlton Green should continue to be chased, as it is important to know this is cut on a regular basis.

ACTION: Chase Norse for a response to the grass cutting.

Cllr Buttle commented that the ditch mentioned alongside the recreation ground has water run into it from Kelsale Court.

Cllr Ransome said the ditch goes across the land to the river.

Cllr Buttle said that the area of ditch along the side of the road does need sorting.

ACTION: Cllr Buttle and Cllr Holden to look at the ditch and report back to the PC.

Cllr Revell said that Melbeck would assist with any computer website issues if and when they occurred and would charge accordingly.

Cllr Galloway said that she had spoken with the Clerk and arranged a way forward with the website.

Cllr Revell said that the overgrown tree in Spinney Pocket needs looking at.

Cllr Dickerson said that the proposed management plan by the Biodiversity group was agreed but the PC did not have any money to fund the work.

Cllr Buttle said that there is £150 in the budget for essential tree work.

Cllr Revell said that some quotes need to be obtained to give an idea of the cost.

Cllr Buttle agreed to gain some quotes for the tree work to be carried out.

ACTION: Quotes to be obtained and discussed at the next meeting. Money for Spinney Pocket to be placed in the budget for next year.

Cllr Dickerson commented that Carlton Meres has invited the Biodiversity Group to attend the site and complete a survey.

11452 Matters arising from the Parish Council meeting held on Wednesday 30 June 2021.

10.1 Website – Cllr Galloway and the Clerk to work together on this.

10.2 Low Road Signage – Cllr Revell reported that the signs for East View have arrived and he will erect them on the Low Road posts. Cllr Ransome and Cllr Dickerson to erect the Sandy Stiltball signs. Cllr Buttle commented that the footpath alongside the Sandy Stiltball area needs to be cut back, could the Biodiversity Group complete this.

10.3 Recreation Ground Fence – Cllr Revell commented that a response had been received from the solicitors, following on from the agreement by all to investigate the ownership of the fence. The response stated that it is difficult to ascertain definitive ownership of the fence. Cllr Revell did not feel happy to spend the money on a fence if it was not necessary, this may set a precedent for future years. The neighbour could place a new fence on his boundary should he wish to do so.

Cllr Dickerson commented that the plan showed a T mark on showing ownership.

Cllr Ransome said this map is not definitive, when the land was given, it was a stipulation to keep it fenced. This is just an assumption. Could there be a compromise?

Cllr Revell said that the PC needs to justify its spending on the parish, as it is there money. The PC does not want to set a precedent for the future.

Cllr Revell proposed a vote 'Do we agree not to contribute to the new fence on the recreation ground'. 5 were in favour and 1 abstention. A letter should be written to the neighbour stating the PC's decision.

ACTION: Clerk to draft a letter to the neighbour for circulation to all Councillors for approval before sending.

Removal of safety matting – Cllr Buttle reported that the rubber matting has been removed.

Play area inspection: Cllr Revell commented that the inspection has been completed.

Cllr Holden suggested that there could be signs on the fence stating were you are in case of emergencies. It could also have the Clerks details to report any defects.

Cllr Revell suggested asking Leiston Press to make some signs.

Cllr Holden said that there are some comments/actions to be completed in the report.

ACTION: Cllr Buttle and Cllr Holden to look at report and bring actions to the next meeting.

10.4 Carlton Meres Signage – Cllr Revell said that the comments given from the resident near Carlton Meres should be taken on board. If the appeal is won, then Carlton Meres will have to replace the necessary signage.

ACTION: Clerk to place on the item on the next agenda.

10.5 Queens Green Canopy – Cllr Dickerson reported that he had a Biodiversity Group meeting on the 12th July. A tree can be entered in October, so this is ongoing.

10.6 Footpath main road towards Curlew Green – Cllr Buttle said the work on the hedge has been completed. SCC Highways have been asked for a management plan.

10.7 Electricity and water to the recreation ground – Cllr Stewart absent so this item is to be carried over.

ACTION: Clerk to place this on the agenda for the next meeting.

10.8 Fingerpost sign – Cllr Holden reported that there was no update at this present time, he will take photographs to send with the request for the quotes.

ACTION: Cllr Holden to take photos of the fingerpost sign and obtain quotes.

10.9 DSR Energy – Cllr Revell reported that no photographs of completed solar parks have been received.

ACTION: Clerk to chase DSR Energy for the photographs.

10.10 Maintenance on the car park – Cllr Revell reported that this has been all agreed with Mr Ruth and the work will be completed in September.

10.11 Rural Coffee Caravan – Cllr Revell commented that the caravan is coming to the car park on the 7th September between 10-12.

11453 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Ransome reported that there was a meeting on the 14th July. The Village Hall is still solvent with the bills having been paid. At the moment the Cttee are Investigating funding for the respite centre. On the 18th September there is to be a village show, this is in connection with the Church and the Social Club, preparations are ongoing.

It is proving difficult to obtain quotes for work, it has been agreed to try and tidy the outside of the building. A quote has been given to relay the paving slabs near the Cttee Room, but this is very expensive. Bookings for the hall are increasing.

11.2 Quiet Lanes: Cllr Galloway reported that the lanes have been given approval, although there was one objection. The village is at the end of the que for the Wave 1 signage.

11.3 Power projects/Sizewell C: Cllr Galloway reported that she had circulated three reports and would appreciate a response from everyone by tomorrow morning, as they needed to be submitted. A meeting had taken place on Monday afternoon with the Clerk, Cllr Galloway and some representatives from the Sizewell team. This was not very useful, EDF have ruled out a bridge in Fordley Road.

Cllr Revell asked if the Planning Inspectorate can accept specific questions.

Cllr Galloway said that at the hearings there was some very good information from Biodiversity Groups, Natural England, etc.

Cllr Revell said that the traffic is going to cause a big problem with noise and pollution.

Cllr Galloway said that the new proposed roundabout will be lit, this will cause heavy light pollution. There may be a list of compensation available, but only selected properties may receive this. There are many issues, road surfacing, bunding, triple glazing, loss of business, that could be considered for compensation.

There is a vote required on Fordley Road, there is a pressure to make a decision. EDF are not keen on the bridge. The Councillors should read the comments from Middleton-cum-Fordley PC.

Cllr Revell said that the documents you have written are fine and should be approved and submitted.

- 11.4 Grass cutting and verges:** Cllr Galloway reported there is a lot of information relating to grass verges. Lots of the grass verges are not cut, unless for a safety reason. Should the PC ask for grass verge area's not to be cut unless for safety.

Cllr Revell said that he likes to see the central areas of the village cut and kept tidy. The bus shelter area requires some tidying. Other verges on the way from Saxmundham and near the School needs to be tidied up better.

Cllr Ransome suggested that a map is drawn up with the agreed designated areas highlighted and circulated to all, including SCC, ESC and Norse.

Cllr Revell said that the Quiet Lane verges should be allowed to grow apart from where safety is an issue.

ACTION: Cllr Ransome to draw and organise a village map.

- 11.5 Defibrillator on school site:** Cllr Revell said that there is no update.

ACTION: To be placed on the agenda for the next month.

- 11.6 Boundary Changes:** Cllr Galloway said that some work had been completed by a resident regarding the boundary changes. The proposed change puts us in the North Suffolk area, but the parish is in an area affected by the power projects. The Boundary Review requires the PC to come up with an alternative, not just 'the PC doesn't like it'. The PC needs to look at alternatives, maybe some of the Northern areas/villages. Some of the residents are not comfortable with this change.

Cllr Ransome said that the bulk of Kelsale-cum-Carlton parish is the village hall side of the A12.

Cllr Galloway said that the boundary changes relate to the population figures. It is all about balancing figures. If the PC disagrees with the change, then an alternative needs to be suggested.

ACTION: Clerk to write a letter of thanks to the resident for their investigation work.

- 11.7 Re-adoption of policies; Subject Access Request, Subject Access Policy, Subject Access Procedure.**

Cllr Galloway proposed that the Parish Council adopt the above mentioned policies, this was seconded by Cllr Buttle and agreed by all.

11454 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/21/2982/FUL – Fordley Meadows, Butchers Lane, Kelsale-cum-Carlton, IP17 2PH.

Conversion of a redundant barn to one bedroom dwelling – to allow onsite management of Suffolk horses and improve security of livestock.

This application had been circulated to all Councillors.

The PC agreed to object to this development.

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

DC/21/3516/FUL – Hedgerows, Rosemary Lane, Kelsale-cum-Carlton, IP17 2QT

Single storey side extension and remodelling.

This application had been circulated to all Councillors.

Cllr Revell suggested that the planning group look at this application and circulate a suggested response to all Councillors to agree before submission to ESC. This was agreed by all the Councillors.

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

11455 Financial Matters

13.1 Financial Statement since the May meeting. See Updated Finance Report of 23rd July 2021.

Cllr Holden proposed the payments, this was seconded by Cllr Ransome and agreed by all.

13.2 To approve and sign the bank statements: The Bank Statement to 31st May and 30th June 2021 and a financial reconciliation were brought to the meeting and were signed by the Chairman. All Councillors agreed the reconciliation.

13.3 To note and approve the quarterly accounts.

Cllr Galloway reported that the CIL money that is in the PC account makes it look as if the PC has lots of money, this funding is ring-fenced and may only be used for certain things, but maybe rolled over to use in another financial year.

Cllr Galloway proposed the quarterly accounts as a true valuation, this was seconded by Cllr Holden and agreed by all.

11456 To Receive Reports from Portfolio Holders and Liaison Representative

E1: Biodiversity Group

Cllr Dickerson reported that a meeting of the group had been held, and it was agreed to rethink the footpath trail leaflet. The group are concerned that Norse has not kept to the original plan for the grass cutting on the recreation ground, maybe it requires a more detailed plan.

Cllr Buttler said that she had requested an onsite meeting with Norse to explain the plan, but Norse assured her it would be cut correctly.

Cllr Galloway wished to thank the Editor of the Community News for another successful edition.

11457 Items for consideration for inclusion on the next agenda

As listed within the minutes.

11458 Correspondence

New road name – Cllr Revell said that the PC has been asked to contribute a suitable name/name for the new development on the main road. After some discussion it was agreed to suggest Artillery Field, this was following on from a recommendation from the Village Recorder who said that the field was used by the Artillery in 1914. Another suggestion was Rosemary Gardens.

ACTION: Clerk to notify Badger Building of the suggestions.

Cllr Revell informed the PC that a resident of Rendham Road had reported that there had been a pollution incident in that area. The Environment Agency was called. Residents were no happy about this as it related to part of a water course that runs by some of the houses. There was a group of contractors who sandbagged the stream. The water was then pumped out, the chemical involved was to do with the sewage treatment. At the moment the discharges of sewage treatment are clear, one of the previous owners of the site, the discharge was not clear. The issue is all sorted now.

11459 To consider excluding the public and press

No considerations were necessary.

11460 Excluded items

There were none

11461 Date of the next meeting

The next Meeting is to be held on the 25th August 2021 at 7pm, this will be held in the Village Hall.

The Chair closed the meeting at 8:51pm.

Cllr Revell passed on his apologies for the next meeting.

Signed: Chairman Dated: