

Kelsale-cum-Carlton Parish Council
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**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 25th AUGUST 2021
AT 7:00PM IN THE MAIN HALL OF THE VILLAGE HALL**

Present at the meeting:

Cllr Edwina Galloway (Vice-Chair)	Cllr Mark Stewart
Cllr Keith Dickerson	Cllr Simon Ransome
Cllr Claire Buttle	Cllr Rob Holden
Cllr Caroline Harker	

In attendance: 3 members of the public.

Welcome by the Chairman.

11462 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 wished for the PC to make a note that the Gull needed clearing, it is quite overgrown by the bridge.

Cllr Galloway reported that the PC would seek advice from the Environment Agency.

Cllr Ransome said that the Environment Agency cut the Gull back about a year ago.

Cllr Dickerson commented that the winter rainfall scours this area out anyway.

ACTION: Cllr Buttle to look at the Gull area and report back to the PC.

Two members of the public wanted to talk about the proposed extension of the Carlton Industrial estate.

11463 Reports

Report by County Councillor Richard Smith

Richard Smith asked if the PC could consider moving the meeting back to the room downstairs as Stephen Burroughes is unable to walk upstairs and does not like using the stair lift. August is a frustrating month as many people are on holiday. Endeavour House are planning to have 50% of their staff returning to the office by mid-September. A full SCC meeting is to take place soon, with 75 Councillors, staff and members of the public.

Richard Smith has attended a tour of the non-recycling plant where waste is burnt. The PC could attend a tour if they were interested. Sizewell C – there has been more hearings, EDF seem to be more organised. This is to continue until mid-October.

Cllr Galloway wished to thank Steve Perry from ESC, for his support. If there are to be quiet road surfaces available, Kelsale-cum-Carlton would like the A12 to be considered for this resurfacing.

Richard Smith commented that the quiet surfaces are very expensive and do not last long, this would need negotiating with EDF to ask them to pay for it. The de-salination plant was discussed about 4 years ago. The water was not sufficient to support the plant back then.

Cllr Galloway said that the plant was ruled out in January but has now re=appeared.
Richard Smith said that people are very tired of responding to all the various deadlines with the power projects.

Cllr Dickerson said that he wished to send his praise for the non-recycling plant, it is very good.

Richard Smith said that half of the plant is a filter system. The sites daily emissions are on the website.

Cllr Buttle said that the planting of trees and bunds could be another solution to traffic/road noise.

Richard Smith said that all the different measures would be taken into account.

Richard Smith left the meeting at 7.20pm.

Report by District Councillor Burroughes

Written report received from Stephen Burroughes, and apologies received.

The Vice-Chair formally opened the meeting at 7.22pm.

Cllr Galloway asked the members of the public if they would like to make comments to the PC now, was in relation to a current planning application?

The members of the public commented that they would like to gain the support of the PC in opposing the proposed application to increase the size of the Carlton Road Industrial Estate, which is believed to be 11 further units.

Cllr Galloway said that this development was put into the Local Plan.

The member of the public commented that the noise can be heard from the industrial estate now, and it is a distance away, there is also to be a sewage planr built quite near the house, which will cause an odour.

Cllr Stewart suggested that the couple speak to their Solicitor as they should have completed a survey and informed them of the potential extension of the industrial site.

The member of the public asked if this extension could be scaled down.

Cllr Galloway said that the new housing development on the other side of the main road was in the Local Plan, even though the PC objected to this it still gained approval. Maybe the couple should write to ESC. When the planning application is presented to the PC, the Councillors will take a vote on it. When the formal application is received maybe the couple should write to the planning officer dealing with the application.

Cllr Dickerson said that the Bio-Diversity Group may be able to suggest something to the planning department.

Cllr Galloway said that it is important for everyone to comment, if they wish, as the PC response is counted as one reply.

11464 To receive apologies for absence – Cllr Ellis, District Cllr Burroughes and Cllr Revell.

11465 To accept apologies for absence – Accepted.

11466 To record absence without apologies – None

11467 Declarations of Interest – None.

11468 To consider any dispensations – None.

11469 To consider the Approval of the draft minutes of the Parish Council meeting held on 28th July 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 Buttle, Seconder Cllr Ransome and agreed by all, with one abstention.

11470 Parish Clerk's Report

External Audit – no report has been received yet. Policies – there is one policy to be re-adopted and this has no amendments, the Data Protection Statement. Ditch alongside the playing field – joined a company called Linesearch as it was requested to locate the pipework/cables that may be in that area, three utility companies have contacted me, and copies of maps will incur a cost to the PC. Speeding – the SID representative emailed to say the new main road site shows many speeding vehicles. Thank you – a resident of East View thanked the PC for the placement of the additional signs showing East View. Coffee morning – these are well attended. Noticeboard keys – there appears to only be one key for the noticeboard on the village hall, going to locate a couple of keys as Cllr Ransome said he would paperwork in the noticeboard if I was unable to attend. Road name – the Badger Building company said they would put forward the name of Artillery Meadow for the new development. Clerk's expenses – one is for the Microsoft licence and the other is for printing ink.

11471 Clerk's Report on urgent decisions

None

11472 Matters arising from the Clerk's report.

Cllr Galloway asked if the name Artillery Meadow had been agreed. The Clerk said that this name had been put forward but no formal decision had been made.

11473 Matters arising from the Parish Council meeting held on Wednesday 28 July 2021.

10.1 Grass cutting of Carlton Green – Cllr Buttle said that she is trying to contact Norse and will continue to do this.

ACTION: Cllr Buttle to contact Norse.

10.2 Main Road Ditch – Cllr Buttle said that had managed to obtain one quote, the work requires traffic control, the closure of the footpath etc. The quote is £4,340 +VAT. There will be two more quotes for this work. This is a long ditch area, and all the trees alongside have TPO's on them. It has been suggested to try Hollesley Bay to see if they have a group who would be able to complete this work. A visit was made to Kelsale Court who agreed to tidy their area of the watercourse.

ACTION: Cllr Buttle to obtain further quotes, carry over to next month.

10.3 Spinney Pocket – Cllr Buttle commented that she had met with many contractors on site to look at the area. One quote has been received for £450. It is proving difficult to find someone to clear the overhanging trees.

Cllr Dickerson commented that the Bio-Diversity Group would be willing to organise a management plan for the area, but the cost would be £2,000 for the first year.

Cllr Buttle said that the tree cutting is important.

Cllr Galloway commented that the trees should be dealt with as a priority.

Cllr Dickerson said that the Bio-Diversity group has no funding for this.

Cllr Galloway said that the Clerk will be compiling a draft budget in October, so this may be considered.

ACTION: To carry over to the next month.

10.4 Recreation Ground Fence – The Clerk confirmed that an agreed response had been sent to the neighbour of the recreation ground, but no response has been received.

ACTION: Clerk to update the Councillors when a response is received.

10.5 Play area inspection – Cllr Buttle reported that the inspection report would be looked at before the next meeting. There are to be some signs placed on the recreation ground with the exact location on, and a disclaimer following on from the accident on the play equipment. The Clerk has contacted the insurance company to see if there are any advised wording for the disclaimer. The signs are £67 for the two, but with additional wording on may be slightly more. Cllr Galloway proposed that there is a budget of £100 for the signage, this was agreed by all.

ACTION: Cllr Buttle to organise the signage for the recreation ground, and give feedback from the play equipment inspection report.

10.6 Carlton Meres Signage – Cllr Galloway reported that this is still ongoing. Residents in that area have reported abuse from visitors using Rendham Road as a short cut.

10.7 Electricity and water to the recreation ground – Cllr Galloway reported that having spoken with Cllr Stewart it was agreed to remove this item from future agendas.

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 – The Clerk reported that no photographs had been received yet but would circulate on arrival.

ACTION: Clerk to circulate photos to all.

10.10 Grass cutting and verges – Cllr Ransome reported that he has drawn a map showing a few of the areas of verge that are to be left.

Cllr Dickerson said that he has a map from Norse that he obtained two years ago.

Cllr Ransome said that the areas of verge and grass needed to be specified, there are lots of wildflowers.

Cllr Dickerson proposed that the grass should not be cut until the Autumn unless there is a safety issue, this was seconded by Cllr Stewart and agreed by all.

ACTION: SCC & ESC to be notified of the PC's decision.

10.11 Boundary Changes – The Clerk confirmed that a letter of thanks had been written to the resident, for the information regarding boundary changes.

10.12 Queens Green Canopy – Agreed to defer until October.

11474 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Ransome reported that the village hall report had been circulated to All. A quote for the respite centre had been received and the Committee are trying to obtain grants to assist with the cost. The coffee mornings are well supported. 18th September is the village show, posters advertising this will be put up shortly.

Cllr Galloway reported that she had spoken with Stephen Burroughes, there may be some funding available to assist with the respite centre, also there may be funding available from the Community Partnership. The PC may use some of the CIL money to assist with the project and if the invoice is addressed to the PC, the VAT may be reclaimed.

Cllr Ransome commented that the pre-planning had been accepted.

Cllr Dickerson said it would be useful to make the village hall more disabled accessible.

Cllr Ransome said that making the hall more disabled friendly would be something to consider in the future.

11.2 Power projects/Sizewell C: Cllr Galloway reported that the Energy Alliance had written a letter that 30 PCs could sign. KcCPC and Walberswick have been asked to sign the letter on behalf of the others.

All the Councillors voted in favour of signing the Alliance letter.

Cllr Galloway had spoken at an issue specific hearing about the potential road noise etc. A leaflet from the Sizewell team state that new roads would be paid for to have the less noise surfacing on, but not existing roads. There are many deadlines for responses to Sizewell issues.

Cllr Galloway said that a decision should be made regarding Fordley Road.

The proposal stated 'Kelsale-cum-Carlton Parish Council proposes that Fordley Road be blocked off on the condition that access for cyclists, horse riders and pedestrians remain.' A vote was taken, and all the Councillors agreed.

Cllr Galloway commented that the Quiet Lanes signs should be in place soon.

11.3 Defibrillator on School Site: Cllr Galloway proposed that the PC donate £500 towards a publicly accessible defibrillator, Cllr Dickerson seconded it and it was agreed by all.

11.5 Re-adoption of the Data Protection Statement: All the Councillors agreed to the re-adoption.

11.6 Co-option of a Councillor: The Clerk reported that a request to join the Council had not been received.

Cllr Dickerson proposed that Susan Major returns as a Councillor, Susan agreed and duly signed the declaration of office form.

ACTION: Clerk to forward emails to Cllr Major and notify ESC of the co-option.

11475 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/21/3743/FUL – Cherry Tree Cottage, Curlew Green, Kelsale-cum-Carlton, IP17 2RA.

Installation of a Manage for private use.

This application had been circulated to all Councillors.

The PC agreed not to object to this development, with one abstention.

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

DC/21/3563 – 4 Church Close, Kelsale-cum-Carlton, IP17 2PA

Attic conversion and front extension.

This application had been circulated to all Councillors.

The PC agreed not to object to this application.

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

AP/21/0030/REFUSE – North Green Farm, North Green, Kelsale-cum-Carlton, IP17 2RL

Appeal against ESC due to the refusal of planning application to erect 1 no. single storey dwelling (DC/21/1127/FUL).

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

The PC had no further comments to add to the appeal.

AP/21/0029/REFUSE – Land South of Carlton Road, Kelsale-cum-Carlton

Appeal against ESC due to the refusal of the outline application for the construction of a dwelling with garage (DC/20/4380/OUT).

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

The PC had no further comments to make to the appeal.

DC/21/3611/FUL – Unit 15, Carlton Park Industrial Estate, Ronald Lane, Kelsale-cum-Carlton.

Change of use from D2 to wholesale warehouse D8.

This application had been circulated to all Councillors.

The PC agreed not to object to this application.

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

DC/21/3646/FUL – Haven Rise, Carlton Road, Kelsale-cum-Carlton, IP17 2NP

Rear extension to bungalow.

This application had been circulated to all Councillors.

The PC agreed not to object to this application.

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

11476 Financial Matters

13.1 Financial Statement since the July meeting. See Updated Finance Report of 25th August 2021.

Cllr Stewart proposed the payments, this was seconded by Cllr Harker and agreed by all.

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

11477 To Receive Reports from Portfolio Holders and Liaison Representative

E1: Biodiversity Group

Cllr Dickerson reported that there are a couple of dead trees on the recreation ground, what are the plans to replant them

Cllr Buttle commented that these trees have been donated by villagers, this will be investigated.

Cllr Dickerson said that the footpath leaflet is ready for printing, a donator is willing to part fund this if the PC funds the rest.

ACTION: Cllr Dickerson to obtain a quote for the printing.

Cllr Dickerson reported that a survey had taken place on 2 acres of land at Curlew Green, it is yet to be established what the owners intend to do with the site. The plan for the Biodiversity Group to go to complete a survey at Carlton Meres is progressing.

C1: Bonfire Party Team

Cllr Buttle requested that the Bonfire event be placed on the agenda for the next meeting.

ACTION: Clerk to place Bonfire event on the agenda.

11478 Items for consideration for inclusion on the next agenda

As listed within the minutes.

11479 Correspondence

SID representative – Cllr Holden reported that he had some of the data from the SID, between 1st June-22 July at the bottom of Carlton Road, 6,500 vehicles were above the speed limit.

Cllr Galloway said that the speeding is a concern, would it be possible to have the up-to-date data for the speeding at the next meeting.

Cllr Dickerson reported that he had seen the Police mobile speed patrol on the main road in the village several times.

Cllr Holden said that some form of traffic calming on the main road is required, this could be in the form of a chicane.

Cllr Galloway said maybe the Highways or the Police could give a suitable suggestion to the speeding issue on the Main Road.

ACTION: Cllr Holden to speak with Highways or the Police to source a solution to the speeding on Main Road.

Resident, thank you – Cllr Galloway commented that a resident had sent a thank you to the PC for organising the additional road signs. The resident also had a query relating to the bonfires on the allotments. This email was sent to the Allotment committee for comment.

Cllr Galloway commented that the ESC bonfire leaflet had been forwarded to the resident.

11480 To consider excluding the public and press

No considerations were necessary.

11481 Excluded items

There were none

11482 Date of the next meeting

The next Meeting is to be held on the 29th September 2021 at 7pm, this will be held in the Committee Room of the Village Hall.

The Vice-Chair closed the meeting at 8:32pm.

Signed: Chairman Dated: