

Kelsale-cum-Carlton Parish Council
21 Ferry Road, Orford, Woodbridge, Suffolk, IP12 2NR,
Tel:07595757380 E-mail: clerkkelsalepc@gmail.com

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON
WEDNESDAY 27th OCTOBER 2021
AT 7:00PM IN THE MAIN HALL OF THE VILLAGE HALL**

Present at the meeting:

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

In attendance: 0 member of the public.

Welcome by the Chairman.

11504 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.

11505 Reports

Report by County Councillor Richard Smith

Richard Smith thanked the Parish Council for the invitation to the Remembrance Sunday, he can attend and lay a wreath on behalf of the SCC. Nautilus – SCC sent a response, none of the sites proposed are acceptable. If an amicable solution may be found this subject can then be moved on. The sites mentioned, Saxmundham, Kelsale-cum-Carlton and Theberton are not suitable. Sizewell C – SCC are waiting to hear what the recommendations are in January. Central Government has given its point of view and it is not looking very good. Richard Smith will try to get support for the villages regarding the way forward. COVID – Suffolk has done very well in the past, but this has changed. Last information received stated that Ipswich was the third highest with cases, on the list in England. Schools seem to be where it is happening and spreading. Mask wearing has been recommended in schools. Booster jabs are available after 6 months; although we do not need to wait for 6 months, if your last jab was more than 182 days ago then you may book an online appointment, call 119 or que in a walk-in centre. Saxmundham surgery continues to have a good record for vaccinations.

Cllr Galloway thanked Richard Smith for his support with Sizewell C.

Cllr Revell thanked Richard Smith for attending.

Richard Smith left the meeting at 7.10pm.

Report by District Councillor Burroughes

Written report received from Stephen Burroughes, and apologies received.

The Chair formally opened the meeting at 7.10pm.

11506 To receive apologies for absence – Cllr Harker, Cllr Stewart, Cllr Holden, District Councillor Stephen Burroughes and The Clerk.

11507 To accept apologies for absence – Accepted.

11508 To record absence without apologies – Cllr Ellis.

11509 Declarations of Interest – None.

11510 To consider any dispensations – None.

11511 To consider the Approval of the draft minutes of the Parish Council meeting held on 29th September 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 Weaver and agreed by all.

11512 Parish Clerk's Report

Norse – contact had been made with Norse regarding the cost of another dog waste bin, the total is £246.56. Newtide Homes – Having spoken with the housing association that owns the houses near the offending area where dog mess is left, they had commented that they are unable to enforce the need for dog owners to clear up after their pets but would note the issue. Remembrance Sunday – Contact has been made with the WI, IP17 GNS, and Saxmundham Town Council. The WI are unable to assist with the refreshments for after the service. The main hall in the village hall has been booked. The poppy appeal, two trays will be in the village hall, one in the committee room and the other in the Social Club. Transfer - £1,000 has been transferred to the Savings account from the Current account, as mentioned at the last meeting, due to the funding being received for the play equipment. Councillor attendance – if a Councillor apology has not been accepted at a meeting and this has happened for 6 continuous months, that Councillors position will cease. We do have a Councillor that has missed several meetings, but their apology has always been accepted. Queens Green Canopy – trees may be planted, this will be marked on a map and then sent to the Queen. It is hoped to plant 700,000 trees. There are three groups of people including the Woodland Trust, who are able to donate trees for planting. The trees come in packs of 50, but consideration needs to be taken into where these trees are planted as they will need to be maintained. Nativity – an email has been received requesting the use of the recreation ground for a nativity using real animals. It was agreed that this was a good idea, but dogs should not be allowed on the field at the same time.

Cllr Buttle commented that the football pitch is to be used in the morning, but the recreation ground will be empty by lunchtime on that day.

A VAT refund has been submitted for £1051.73 this is the amount due for the second quarter of the year.

11513 Clerk's Report on urgent decisions

None

11514 Matters arising from the Clerk's report.

Cllr Revell said that the issue of the dog mess in Carlton Road should be monitored for the moment.

Cllr Galloway said there is already 2 bins in that area, if we place another one would people pick up the waste and place it in the bin. In the Community News it states that there is to be a Christmas Fayre on the 11th December between 1-5pm, with a nativity on the recreation ground.

Cllr Revell commented that there has been a lot of communication surrounding the Remembrance Sunday. The WI has not been able to provide the refreshments for the afternoon, the Village Hall committee have volunteered to assist with this. The main room is to be used. Volunteers will be needed to serve the teas and coffee, and it would be nice to provide some cake and scones. After some thought, the Bakers in Saxmundham have been approached for a quote to prepare some cakes and scones, but there has been no response. How much food is needed? There may be 50-60 people.

Cllr Buttle said she would approach someone to make some refreshments and ask for a quote. Cllr Revell said that an amount needs to be agreed for the refreshments.

It was agreed by all that £100 could be used for the refreshments.

Cllr Ransome said that the Remembrance Sunday parade on the 14th November will meet at 2.15pm in the car park, ahead of the parade to the Church.

Cllr Revell said that the 'non-attendance of a Councillor' at a PC meeting is an undesirable situation. This will need to be investigated further, possibly a letter to the Councillor. Cllr Revell and the Clerk to discuss this further.

Cllr Revell said that the Nativity on the recreation ground has been agreed by all.

Cllr Dickerson commented that the Queens Green Canopy is on the Biodiversity Group agenda for further discussion.

11515 Matters arising from the Parish Council meeting held on Wednesday 29 September 2021.

10.1 Grass cutting of Carlton Green – Cllr Buttle said that nothing has been heard from Norse, the grass is continuing to be cut. It was agreed to remove this from future agendas.

10.2 Main Road Ditch – Cllr Buttle said that NJB Contractors are aware of the need to start as soon as possible but as yet no start date has been confirmed.

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

10.3 Spinney Pocket – Cllr Buttle said there was no response from Hollesley, this will be chased again

ACTION: To carry over to the next month.

10.4 Play area inspection – Cllr Buttle reported that the signs have been erected in the play area, and the notice board is up too.

10.5 Carlton Meres Signage – Cllr Revell suggested that this should be postponed until the planning appeal has been confirmed, where one of the conditions was further signage.

ACTION: Carry over to the next month.

10.6 Fingerpost sign – Cllr Ransome commented that he may of found someone willing to repair the sign for £20. Cllr Holden is to locate the missing part of the sign.

ACTION: Cllr Holden to find the missing part and pass it on to be repaired. The sign needs to be moved away from the edge of the road, so that it does not get knocked into again.

10.7 Biodiversity Group – It was agreed to remove this item off the next agenda as the leaflets are not yet ready.

10.8 SID representative – Cllr Galloway commented that an email had been received from SCC Highways, the parish would not be receiving any calming measures. Figures from the SID have been sent to show how bad the area is for speeding vehicles, but SCC Highways state that this is the same for many of the other areas. This area is not serious enough.

Cllr Ransome stated that our area is not serious enough until accidents start to happen.

It was agreed to remove this from the agenda.

10.9 Kelsale Village Hall – Cllr Revell said he was unsure if Cllr Harker had mentioned the benches at the latest VH meeting.

ACTION – Place on the agenda for the next meeting.

10.10 BSR Energy – Cllr Dickerson commented that the agreed money from the BSR Energy is for the community benefit. There is more money on site for the Biodiversity. The response to BSR should ensure that the PC are under no obligation to agree or disagree the proposal for the solar park.

Cllr Weaver said that she hopes the residents will not see the acceptance of the money as a way of agreeing the proposal.

Cllr Revell said once the solar has had received the go ahead or been refused, it should be made clear to the residents that the money would not be accepted as a way of swaying the Councillors decision. It is important that this information is clear to the residents.

Cllr Dickerson commented that the PC declined a £500 donation when the Pitfield site was going on, as the Pc did not wish to be seen as biased.

Cllr Revell agreed that the PC should be careful as this could be seen as a gift to persuade the PC decision, the discussion held said that we did not wish to lose out on £21,000 for the village.

Cllr Weaver said that the PC just needs to clarify the position to the residents, to assure them this is not a form of bribe.

Cllr Dickerson suggested that the PC makes the decisions made clear, noise, disruption etc. Cllr Revell said that PC could place an article in the Community News to clarify the decisions made after the application.

10.11 Trees on the Car Park – Cllr Buttle met with a Tree Surgeon to look at the trees at the end of the Car Park. He commented that the trees are mostly conifers and that they could be removed completely. This is not going to be an easy job due to the cables and access to the trees. A quote of £1260, has been given to top the trees. This is a conservation area, so if the trees were removed completely an ideal replacement would need to be considered.

ACTION: Cllr Buttle to talk to Nick Newton ESC Tree Officer to gauge his opinion. Obtain a quote to remove all the conifers.

10.12 Dark Sky Site – Cllr Dickerson said that he will progress with registering the Dark Sky Site but will require a signature from the Clerk.

10.13 Bus Shelter – Cllr Revell commented that he had replaced the missing wooden slats from the bus shelter, but he would need to order more wood to have in his reserve at that job used the last piece of wood he had. It was agreed by all that £30-40 may be spent on the reserve replacement slats.

10.14 Christmas Tree – Cllr Buttle reported that she had sent letters to all the businesses on Carlton Industrial Park, and there was only one reply from CRASL who have very kindly offered to fund the whole tree. The village hall are holding a Christmas Event and it has been agreed to switch the lights on the Christmas Tree at the same time.

10.15 Carlton Road – This item was covered under 11514.

10.16 Layby – Carry this item over to the next meeting.

11516 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Revell reported that a report had been circulated from the Village Hall Committee.

Cllr Ransome added that pre-planning had been applied for, this was to seek permission for colours on the exterior while retaining the current green door; fire safety door at the end of the ground floor kitchen, resolving the level issues outside the Committee Room which are causing damp; and some replacement windows. The Village Hall Committee are looking for some funding from CIL to assist with the cost of a possible lift to allow better access to the main hall.

Cllr Revell thanked Cllr Ransome for the report.

11.2 Power projects/Sizewell C: Cllr Galloway reported that an email has been circulated to all regarding the transport group that Kelsale-cum-Carlton has been invited to join. One of the Councillors will need to be nominated for this role.

Cllr Weaver commented that she would be willing to join this group on behalf of the PC.

Cllr Galloway said that currently comments are being awaited from the Planning Inspectorate concerning Sizewell C. There is a meeting next week with the Suffolk County Highways team regarding the Fordley Road, and some of the residents of the village are concerned about the outcome of this meeting.

Cllr Revell commented that some of the residents are concerned about the possible rat running along Fordley Road. ANPR enforcement could be used in the right place, if a vehicle deviated from its approved route to Sizewell. This was talked about some time ago.

Cllr Galloway said that a fear of the residents is that the Sizewell traffic will hog some of the main routes, displacing the other vehicles along the side roads/lanes.

Cllr Weaver suggested that a form of congestion charge could be enforced.

Cllr Revell agreed with the use of the new technology to assist with the traffic issues.

Cllr Galloway reported that there is no way that the Fordley Road will be blocked off as Middleton could not agree with the closure.

Cllr Revell said that local residents will use the smaller roads. The relief road will be much easier taking traffic from the A12. The relief road is designed to take beyond capacity as it stated in the documents.

Cllr Buttle said who would be responsible for the ANPR cameras.

Cllr Revell said that the developer would need to employ an approved self-governing body. Since the ANPR's have been mentioned the size of the camera's have become much smaller.

Cllr Revell thanked Cllr Galloway for her continued support and work with this project, and Cllr Weaver for offering support as well.

11.3 BSR Energy Proposed Solar Park – Cllr Galloway said that the PC has been asked what we would like to spend the Solar Park funding on.

Cllr Revell asked if the PC is to have some CIL money as well as this funding?

Cllr Dickerson said that it would be nice to have £2000 to spend on the Spinney Pocket Park.

Cllr Galloway said that the Spinney Pocket Park is not really infrastructure.

Cllr Ransome said that having gone through the various things that the Village Hall requires, The area out the front of the village hall could cost up to £40,000 and the lift £35,000, that is a lot of money that could be spent on making the Village Hall more accessible to all.

Cllr Revell commented that whatever the PC decides to spend the money on it needs to make the justification for it. The lift is very important, is there any disability grants that could be used to assist with the payment for the lift?

Cllr Galloway said that the need for a lift in the village hall was considered about 15 years ago. It would be justifiable for the BSR and some of the CIL money to be used for accessibility at the Village Hall.

Cllr Buttle suggested that a lift not just the size to take a wheelchair but slightly larger would benefit hirers of the village hall for moving equipment upstairs to the main hall.

Cllr Ransome stated that the outside area of the Village Hall up to the road edge is £20,000. The area of paving needs to be lowered as it is too high, hence the damp walls in the Committee Room.

Cllr Revell said that it is important to sort the front of the building as it is very popular for people taking photos, it is the village centre.

Cllr Galloway said that if the PC supports these items of necessary work, the Village Hall Committee may be able to apply for match funding.

Cllr Ransome said that if the Village Hall Committee are able to have a successful insurance claim that may be as much as £20,000.

Cllr Galloway proposed that any money from BSR and the CIL money goes towards the refurbishment of the Village Hall, this was seconded by Cllr Buttle, and a unanimous vote of agreement from all the Councillors.

11.4 Nautilus Interconnector – Cllr Weaver commented that a drafted response to Nautilus had been circulated to all, then submitted before the deadline. ESC made some good points.

Does the PC work with other PC's to submit a joint response?

Cllr Galloway said it was important to work with other PC's as it gives a better impact.

Cllr Revell thanked Cllr Weaver for her work on this.

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

11.6 Bonfire event: Cllr Buttle commented that the organising for the event is going very well, but more helpers for the evening is required.

11.7 Christmas Tree: Already covered in 11515/10.14

11.8 Meeting dates for next year: Cllr Revell commented that the dates for the next year's meetings have been circulated. All agreed the dates for the 2022 meetings.

11.9 Priority List for the Budget 2022-23: Cllr Galloway commented that the PC needs to look at the general operating costs over the past two years.

Cllr Revell said that the fixed costs are easy to predict but it is the other items that are more difficult, like the Remembrance Sunday refreshments, which are not budgeted for. The Quarterly Accounts print out shows what percentage of the money is used. Only underspending on travelling expenses etc give us a surplus. It would be nice to have a small surplus by increasing the precept slightly. We would need to make the residents aware of what we spend it on.

11.10 Remembrance Sunday – as covered in 11514.

11.11 BSR & CIL Money – as covered in 11516/11.3

11.12 Queens Green Canopy – Cllr Dickerson said that the Biodiversity Group would be working with this. Getting the trees is not a problem but finding a suitable location is an issue.

11517 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/21/4827/TCA – St Mary & St Peter’s Church, Church Lane, Kelsale-cum-Carlton, IP17 2NZ.

T1-T4 Lime Trees (of pollard form). 4 x trees to re-pollard back to the previous pruning points. These trees are close to my client’s family grave. This is maintenance which my client is prepared to pay for, to keep the family grave maintained and tidy.

This application had been circulated to all Councillors.

The Councillors had no objection to this application.

ACTION: Clerk to notify ESC of the PC’s decision.

11518 Financial Matters

13.1 Financial Statement since the September meeting. See Updated Finance Report of 25th October 2021.

Cllr Buttle proposed the payments, this was seconded by Cllr Weaver and agreed by all.

13.2 To approve and sign the bank statements: The Bank Statement to 30th September 2021 and a financial reconciliation would be brought to the next meeting to be signed by the Chairman.

13.3 To approve the Quarterly Accounts

Carry over to the next meeting.

11519 To Receive Reports from Portfolio Holders and Liaison Representative

Cllr Weaver offered to work on the Energy Projects portfolio, as well as the planning group.

E4: Kelsale Village Enhancement & Conservation Area Group.

Cllr Ransome said that there is a ditch along Sandy Lane, that has some stagnant water in it. Cllr Revell commented that this was an issue some years ago and the environment agency were involved. The ditch runs along and could have water in it from a septic tank.

Cllr Ransome said the water does move into a water course and he will monitor this.

E1: Biodiversity Group.

Cllr Dickerson reported that the Biodiversity Group has been to the Solar Park proposed site and was shown the proposal for the site. The Group offered some suggestions, and looked at the fencing, hedges etc.

Cllr Galloway asked if there was any mention of the deer fencing.

Cllr Dickerson said that the proposal includes separate fences so that the deer may pass through the site.

C2: Christmas Lunch.

Cllr Buttle commented that the Christmas Lunch is not taking place this year, but it is intended to send out a Christmas Card again this year.

There is a Christmas Fayre on the 11th December, and Carol Singing in the Village Hall on the 18th December.

11520 Items for consideration for inclusion on the next agenda

As listed within the minutes, plus the Patient Participation Group.

11521 Correspondence

11522 To consider excluding the public and press

No considerations were necessary.

11523 Excluded items

There were none

11524 Date of the next meeting

The next Meeting is to be held on the 24th November 2021 at 7pm, this will be held in the Committee Room of the Village Hall.

The Chair closed the meeting at 9:00pm.

Signed: Chairman Dated: