

**Kelsale-cum-Carlton Parish Council**  
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**MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
WEDNESDAY 27<sup>th</sup> APRIL 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 Keith Dickerson
Cllr Susan Major	Cllr Rob Holden
Cllr Julia Ewart	Cllr Traci Weaver
Cllr Caroline Harker	

**In attendance:** 0 members of the public.

**Welcome by the Chairman.**

**11630 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 members of the public.

**11631 Reports**

**Report by County Councillor Richard Smith**

Richard Smith commented that the presentation organised by the Biodiversity Group at the APM was very good.

Cllr Ewart said that she had attended a meeting about the Boundary Commission, Kelsale-cum-Carlton would like to remain in the Suffolk Coastal constituency. What assurance can we have that this is taking place.

Cllr Revell thanked Richard Smith for attending this evening.

**Report by District Councillor Burroughes**

Stephen Burroughes sent his apologies but submitted a written report.

**Report from Sizewell representatives – re Deed of Obligation**

Three representatives gave a report to the Council. There has been a long public consultation, and under the S106 there is a deed of obligation. There may be a decision on the 25<sup>th</sup> May. This site is to be a replica of Hinkley. The site is on an area of 33 hectares. It will take 10-12 years to build. If this build has the go ahead in 2023, it will peak in 2028. There is a further site of 200 hectares which will hold the support for the build. The campus is to be a modular and temporary build. 60% of the deliveries will be sent by rail and sea. There is to be an approved route for vehicles over 3.5 tons. There is to be a park and ride facility in Hacheston, and a two-village bypass. There will also be 2 beach landing facilities. GPS will assist with the monitoring of vehicles. There will be a roundabout on the A12 and a link road to the B1122 ahead of Yoxford. The land used is predominantly agricultural land, which is not affecting the biodiversity.

The deed of obligation is designed to assist the local communities with the impact of Sizewell C. This is to have a budget of £250m. The Northern Transport Forum is set up to

assist smaller parishes. The money is to be divided to help groups such as the housing fund in ESC, the Emergency Services fund, £23m for a community fund through Suffolk Community Foundation, £12m for the tourism fund, £12m for the environment fund, training and intervention for apprenticeships.

The PC is concerned about the amount of traffic and the potential for rat running through the village as a short cut to Sizewell.

If this should happen, there is people who will assist to stop this. Most people from away will be given a pass for one of the park and ride sites. If they do not have a pass, they are unable to park at the Sizewell site. This will minimise the number of vehicles.

It is planned that representatives will still attend PC meetings in the future to maintain a two-way communication.

Cllr Revell thanked the representatives from Sizewell for attending.

8.14pm the Sizewell representatives left.

Richard Smith commented that there are many areas of concern regarding Sizewell C and the funding pot. It seems as if Sizewell C may get the go ahead, judging by what is being said in government.

Cllr Galloway thanked other Cllrs for asking questions of the Sizewell group.

Richard Smith stated that fly parking may become an issue. It was pleasing to see the repair of the fingerpost sign.

Thanks to Cllr Ransome for organising the repair and placement of the fingerpost sign.

**The Chair formally opened the meeting at 8.24pm.**

**11632 To receive apologies for absence** – Cllr Stewart, Cllr Buttle and Stephen Burroughes.

Cllr Buttle will be taking a few months leave. Thanks to Cllr Buttle for all her continued hard work for the PC.

**11633 To accept apologies for absence** – Accepted.

**11634 To record absence without apologies** – None

**11635 Declarations of Interest** - None

**11636 To consider any dispensations** – None.

**11637 To consider the Approval of the draft minutes of the Parish Council meeting held on 30<sup>th</sup> March 2022.**

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 Dickerson Seconder Cllr Ewart and agreed by all who attended, with 1 abstention.

**To consider the Approval of the draft minutes of the Annual Parish Meeting held on the 6<sup>th</sup> April 2022.**

The draft minutes had circulated and the version on the website were approved with abstentions from those that did not attend. Proposer Cllr Ransome, seconder Cllr Weaver and agreed by all who attended, with 1 abstention.

**11638 Parish Clerk's Report**

Queen's Platinum Jubilee – The PC has received donations totalling £320 towards the celebrations. Dog waste bin – Three quotes have been obtained for a larger dog waste bin for the recreation ground gateway. The prices are £283.75, £135.95 and £203.79. It was agreed to order the bin at a cost of £283.75 as these are the same as the existing ones that the ESC use. Policies – there is one policy to re-adopt the Risk Assessment. Road closure – there has been no confirmation from Network Assurance. The internal audit – the end of year accounts

and the AGAR are on the agenda for approval. We have been selected by PKF Littlejohn as one of the additional 5% review. Fly-tipping – Various reports have been submitted relating to the fly-tipping within the village. In a couple of instances address labels have been left on the rubbish, so a letter requesting that they dispose of their rubbish correctly has been sent. The clothing bank has been reported as it is full, they are considering placing a larger one in the car park as it is very popular. Broken culvert – the ditch clearing has revealed a broken culvert on the side which comes from under the road, this has been reported to the Highways team. Fallen tree – a resident contacted me regarding a fallen tree, this is the responsibility of the owner to have removed. Coffee morning – a resident from Church Close has commented that the area around the Gull Stream needs to be cleared back as the Environment Agency only clears a small area. APM minutes – a request has been formally made to approve the APM minutes from the meeting on the 6<sup>th</sup> April 2022. Kelsale Village Hall Insurance – The insurance cost has been received and it is an additional £105.24 than is budgeted for. This is on the agenda for approval. CIL – a CIL payment of £20,844.83 has been received. With the outstanding amounts removed the CIL pot currently has £40,692.69. Community Partnership donation – a donation of £3,000 has been received towards the Zip Wire. Precept – the first precept instalment is due at the end of the week, this is for £11,162. VAT refund – a refund has been submitted to HMRC for £274.88. Bank holiday – there is a bank holiday on 2<sup>nd</sup> May, please note that the Clerk will not be working that day.

**11639 Clerk's Report on urgent decisions**

None

**11640 Matters arising from the Clerk's report.**

Cllr Revell said that the brown bin remains in the car park, could this be reported again. Fly-tipping is a concern.

**11641 Matters arising from the Parish Council meeting held on Wednesday 30 March 2022.**

**10.1 Main Road Ditch** – Cllr Revell commented that the work on the ditch has been completed. Thanks to Cllr Buttle for assisting with this. Cllr Revell and Cllr Holden are to take care of the recreation ground in the absence of Cllr Buttle.

Cllr Galloway asked if the owners of Kelsale Court could be written to requesting that they clear the rest of the ditch which runs through their property. Also, it would be interesting to know what UK Power Networks are doing with the electricity cable that was found in the ditch. Cllr Holden said that there is part of the fence near the cleared ditch that requires removing. Cllr Revell wondered if a hedge could be planted alongside the cleared ditch area.

Cllr Dickerson said that he would look into a hedge and report back to the PC.

Cllr Harker commented that the school would like one of the free oak trees.

Cllr Revell commented that he had spoken to the ESC and there are no more trees available.

**ACTION:** Clerk to chase UKPN to see what is happening about the cable in the ditch. Clerk to write to Kelsale Court regarding the ditch that needs clearing.

**10.2 Trees on the Car Park** – Cllr Galloway said that the Conifer trees are continuing to grow, it would cost approximately £1,000 to have them cut back and £3,000 to have them removed. If they are cut back they will just grow again. It would be better to remove them, when the season is right. These could then be replaced with some native species. It would have to be agreed by the Conservation Area and Nick Newton, ESC tree officer. This could be part of the village centre enhancement.

Cllr Dickerson asked if a hedge could be planted in place of the Conifers.

It was agreed by all the Councillors to move this proposal forward.

**ACTION:** Clerk to look at the budget to see if it is possible to fund the removal of the Conifers.

**10.3 Queens Green Canopy** – Cllr Dickerson requested that this be carried over to the next meeting.

**ACTION:** Place on the agenda for the next meeting.

**10.4 Queens Platinum Jubilee** – Cllr Galloway reported that there is a meeting at the weekend to discuss the important points of the celebrations.

**ACTION:** To continue to place on the agenda for future meetings.

**10.5 Management of the Recreation Ground** – Cllr Dickerson said that the information sign is progressing, and the text will be finalised over the summer.

**ACTION:** Cllr Dickerson to design the sign board and bring to a future meeting.

**10.6 Spinney Pocket Park** – Cllr Dickerson said that there is to be a new date organised with the school.

**ACTION:** Place this item on the agenda for the next meeting

**10.7 Recreation ground/dog waste** – Cllr Revell commented that it had been agreed to purchase the 60-litre dog waste bin in green colour.

**ACTION:** Clerk to order the dog waste bin.

**10.8 Internal control statement** – Cllr Revell to forward the paperwork to the Clerk.

**10.9 Community Governance Review** – Cllr Ewart had sent through a response on behalf of the Council to the Clerk for submitting.

**10.10 Neighbourhood Plan** – Cllr Dickerson agreed to write an article for the community news to publish the need for volunteers regarding the Neighbourhood Plan.

**ACTION:** Cllr Dickerson to write an article for the Newsletter.

**10.11 Asset Register** – The Clerk commented that a response had been received from Scribe and it was agreed that no depreciation value should be shown on the asset register.

**10.12 Parish Newsletter** – Cllr Galloway confirmed that the Editor would do her best to complete the next edition.

**10.13 New Councillor Guide** – The Clerk reported that the new Councillor Guide link had been sent through to the new Councillors.

## **11642 Parish Council Matters**

**11.1 Kelsale Village Hall:** Cllr Ransome reported there had been one objection to the planning application for the Village Hall. The Committee has written to the Land Registry to obtain the details of the ownership of the area of land outside the village hall. There is to be a Quiz on the 7<sup>th</sup> May at 7pm.

Cllr Galloway commented that Stephen Burroughes had requested a formal thank you for the donation given to the Village Hall for the redecoration of the building.

**11.2 Power projects/Sizewell C:** Cllr Galloway reported that unanimous approval had been given by the Councillors to sign the letter by the Energy Alliance. Questions continue to be asked by the Secretary of State regarding some of the points of the Sizewell C project.

Cllr Galloway urged everyone to write a comment to in relation to the power projects, the more people that respond the better.

Cllr Revell thanked Cllr Galloway and Mr Galloway for all their assistance with the power projects.

**11.3 Funding for the recovery of a footpath** – Cllr Revell proposed that this item is removed from the agenda at the present time. This was agreed by all.

**11.4 Re-adoption of the Risk Assessment** – Cllr Galloway proposed that this policy is re-adopted, this was seconded by Cllr Weaver and agreed by all.

**11.5 Cllr Training** - Cllr Ewart is to join 6 training courses provided by SALC. It was agreed that the PC should pay for the cost of the courses.

**ACTION:** Clerk to check the availability of the planning unit of the Councillors training and send to Cllr Ransome, Cllr Weaver and Cllr Harker.

## **11643 Planning Matters**

**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:**

Cllr Revell commented that there had been an email received from a resident regarding Carlton Meres. When permission was given for the increase in sites, there were certain conditions that required a response. Some of the conditions related to the road layouts and signage.

**ACTION:** Clerk to write to Mr Butter concerning the conditions of the planning application.

Cllr Revell commented that there had been no response from the ESC in relation to Plot 2 Carlton Road, where foundations have already been put in place, and these look to be exceeding the agreed size.

The Barn in Tiggins Meadow also requires confirmation as to whether this has been completed within the correct manor.

**11644 Financial Matters**

**13.1 Financial Statement since the March meeting. See Updated Finance Report of 26<sup>th</sup> April 2022.**

Cllr Harker proposed the payments, this was seconded by Cllr Ransome and agreed by all, with no abstentions.

**13.2 To approve and sign the bank statements:** The Bank Statement to 31<sup>st</sup> March 2022 plus financial reconciliations were agreed and signed by the Chairman.

**13.3 End of Year Accounts –** The end of year accounts were noted and approved by all the Councillors.

**13.4 AGAR –** The Councillors noted and approved section 1 & 2 of the AGAR.

**13.5 KVH insurance contribution –** Cllr Ewart proposed that the PC contributes the full 50% of the insurance for the village hall, this was seconded by Cllr Galloway and agreed by all the Councillors.

**11645 To Receive Reports from Portfolio Holders and Liaison Representative**

Cllr Galloway stated that as Cllr Buttle will be away for a while there were some Portfolios that require looking after.

Bonfire Event – Cllr Revell

Senior Citizens Lunch – This will not take place this year.

Bus Shelter – Cllr Ransome

Christmas Tree – Cllr Weaver

**B7: Trees and Green Spaces**

Cllr Holden commented that there was a dead oak tree on the recreation ground. It was agreed to ask Nick Newton the ESC tree officer to look at the tree.

**ACTION:** Clerk to pass the details of Nick Newton onto Cllr Holden.

**E1: (including A4 & A5 Biodiversity Group)**

Cllr Dickerson commented that it was previously agreed that the grass would be cut in the Autumn, but it has been cut today.

Cllr Revell said that Suffolk Coastal Services must be responsible.

**ACTION:** Cllr Dickerson and Cllr Ransome to make some signs to be placed to prevent the grass cutting.

Cllr Dickerson said that he will be leaving the Council next month and would like to have a link with a Councillor and the Biodiversity Group who will be able to attend meetings and report back to the Council.

Cllr Revell wished to thank Cllr Dickerson for his commitment to the Council over the passed 19 years.

**11646 Items for consideration for Inclusion on the next agenda**

As listed within the minutes.

**11647 Correspondence**

Thanks – Cllr Revell reported that thanks had been received from the Church for their annual donation.

CATS – Cllr Revell said that a letter had been received from CATS stating that they had put some advertising on the lamp posts and hoped that the PC would support this.

All the Councillors had no objection to the lamp post advertising.

**11648 To consider excluding the public and press**

No considerations were necessary.

**11649 Excluded items**

There were none

**11650 Date of the next meeting**

The Annual General Meeting is to be held on the 25<sup>th</sup> May 2022 at 7pm, this will be held in the Committee Room of the Village Hall.

The Chair closed the meeting at 9.54pm.

Signed: ..... Chairman Dated: .....