

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
WEDNESDAY 24th MAY 2023
AT 7:00PM IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Edwina Galloway (Vice-Chair)
Cllr Rob Holden	

In attendance: 0 member of the public.

Welcome by the Chairman.

11905 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.

11906 Reports

Report by County Councillor Richard Smith

Richard Smith submitted his apologies.

Report by District Councillor Ewart

Julia Ewart submitted her apologies.

The Chair formally opened the meeting at 7.05pm.

11907 Election of Chair for 2023/24 and signing of Declaration of Acceptance of Office Form

The Clerk asked for nominations for Chair. Cllr Galloway proposed that Cllr Revell remained as Chair, this was seconded by Cllr Holden and agreed by all.

Cllr Revell was duly elected as Chair. The Declaration of Acceptance of Office Form was duly signed.

11908 Election of Vice-Chair for 2023/24 and signing of Declaration of Acceptance of Office Form

Cllr Revell asked for nominations for Vice-Chair. Cllr Revell proposed that Cllr Galloway remained as Vice-Chair, this was seconded by Cllr Holden and agreed by all.

Cllr Galloway was duly elected as Vice-Chair. The Declaration of Acceptance of Office Form was duly signed.

11909 To receive apologies for absence – Richard Smith, District Cllr and Cllr Julia Ewart, Cllr Weaver, Cllr Stewart, Cllr Ransome and Cllr Harker.

11910 To accept apologies for absence – Accepted.

11911 To record absence without apologies – None

11912 Declarations of Interest – None

11913 To consider any dispensations – None

11914 To consider the Approval of the draft minutes of the Parish Council meeting held on 26th April 2023.

The draft minutes of both meetings 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 Holden, with no abstentions.

11915 Parish Clerk's Report

Carlton Meres – Correspondence has been received from a resident of Rendham Road, this appears under correspondence on the agenda. Car park – A draft lease has been circulated for comments, it was suggested that a clause to add electric charging points and disabled parking spaces be added. I am waiting for the final copy to arrive. Flagship Housing was contacted stating that part of the car park area could be used for the tree work, no response has been received, but I understand this work has now been completed. BSR Energy – a copy of the 'Community Benefit Agreement' has been circulated, now notification of the Chair can be submitted a copy will be sent to the PC for signing. Fly-tipping – There has been three reports of fly-tipping of tyres, this has been reported and has now been cleared. Policies – There is one policy the Code of Conduct. VAT refund – a sum of £193.41 has been received. Tree Surveys – contact has been made with Paul Bush he requested a copy of the last tree survey, no copy of the report is available, it is hoped the survey will be completed shortly. Internal Audit – paperwork has been submitted to SALC and a report has been received, this will be placed on the next agenda for discussion. Spinney Pocket – an email was received from a resident stating that the footpath was overgrown, Nobby has been asked to cut this back. Bank Holidays – there is a bank holiday on the 29th May.

11916 Clerk's Report on urgent decisions

None

11917 Matters arising from the Clerk's report.

Cllr Revell said that it is very difficult to find out who is dumping the tyres. We just need to keep reporting the issue so that it is cleared quickly. The car park lease will be signed when it arrives. The Community Benefit Agreement was circulated, and no one had any additional comments. The footpaths will be cleared in Spinney Pocket by Nobby.

11918 Matters arising from the Parish Council meeting held on Wednesday 29 March 2023.

12.1. Neighbourhood Plan – Carry over to next month as Cllr Ewart is absent.

ACTION: Cllr Ewart to bring this item back to the meeting in June.

12.2. Power Projects – Cllr Galloway reported that Cllr Weaver had circulated some reports to all. There are surveys taking place for the various projects if a landowner refuses this may incur a fine.

Cllr Revell said that this is green energy, but a vast amount of infrastructure is required.

Cllr Galloway said that the new style of pylons is not very popular due to the vibrations they give out. The CPRE are holding a petition to have solar panels on roofs. Would it be possible for the PC to sign this.

It was agreed by all for the PC to sign the petition.

Cllr Revell commented that it would be good if all new residential and commercial properties could automatically have the solar panels placed on the roofs.

Cllr Galloway said it would be difficult to store the electric generated.

ACTION: Clerk to sign CPRE petition on behalf of the PC.

12.3. Carlton Meres – Cllr Revell said that the concerns the PC and residents have over the signage, and highways issues as a result of the Meres are not being considered.

Cllr Galloway said that the static caravans are clearly occupied, the Planning Department has got that point incorrect. The roadworks should be considered and undertaken first.

ACTION: To write a response to the resident and copy in Philip Ridley, Richard Smith and Julia Ewart.

12.4 King's Coronation – Cllr Revell wished to thank Cllr Ewart and her team for the litter pick of the village as part of the Big Help Out. The day was successful with lots of litter picked.

Cllr Galloway commented that the Coronation cream teas was a success.

Cllr Revell said that using the areas of the village hall worked well. Thank you to all the team that sorted the Coronation Day Cream Teas. Thank you to Cllr Holden and team for painting the Telephone Box, thanks to Prime Finish for supplying the paint and Peter Ewart for cleaning the inside.

12.5 Trees – Covered in 11915

12.6 Car Park Lease – Covered in 11915

12.7 Basketball Hoop/Netball Hoop – Carry over to the next meeting.

ACTION: Place on the next agenda.

11919 Parish Council Matters

13.1 Kelsale Village Hall: No report.

Cllr Galloway commented that the Village Hall and the Social Club need to update their section on the website.

13.2 To re-adopt the General Power of Competence – Cllr Revell said that due to the lack of elected number of Councillors, this is not able to be adopted. The PC required 9 elected Councillors out of the 13 required. If the PC has not co-opted more Cllrs by September, ESC may need to be notified of a request to reduce the number of required Cllrs.

13.3 To adopt the Code of Conduct – Cllr Holden proposed that the PC adopts the Code of Conduct, this was seconded by Cllr Galloway and agreed by all.

13.4 Portfolio Holders – It was agreed that the portfolio holders list should be reviewed in September.

11920 Planning Matters

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

14.2 New planning applications since the last meeting:

DC/23/1848/FUL – The Red House Farmhouse, Main Road, Kelsale-cum-Carlton IP17 2RG
Side extension and garage.

It was agreed by all to support this application.

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

DC/23/1944/TCA – Sycamore Lodge, 9 Church Close, Kelsale-cum-Carlton IP17 2PA
1 no. Sycamore - Fell

It was agreed by all to support this application.

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

11921 Financial Matters

15.1 Financial Statement since the February meeting. See Updated Finance Report of 17th May 2023.

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

15.2 To approve and sign the bank statements: The Bank Statement to 30th April 2023 plus financial reconciliations were agreed and signed by the Chairman.

15.3 To approve the Insurance Premium.

The Clerk commented that the insurance renewal had been received and the cost this year was £434.00 which is an increase of £25.83.

It was agreed by all to accept the insurance renewal.

11922 To Receive Reports from Portfolio Holders and Liaison Representative

B7: Trees and green spaces

Cllr Holden reported that the metal liner of the waste bin had been removed, it is thought that Norse may have collected it by accident when emptying the bin. Check with Cllr Ransome as to whether this has been returned.

Cllr Revell wondered if there is a way to stop the waste bins on the recreation ground being filled with household waste.

Cllr Galloway said that maybe a note to the homeowners from the Clerk may help to stop the rubbish in the waste bins.

ACTION: Clerk to speak to the Village Hall Chair about a draft response to send to the holiday cottages in Bridge Street. Email Cllr Ransome about the removal of the metal liner of the bin.

A10: KcC Schools

Cllr Galloway said that an email had been received from the school regarding their small garden entry to the Suffolk Show. An article will be placed in the next Community News.

11923 Items for consideration for Inclusion on the next agenda

As listed within the minutes, internal audit,

11924 Correspondence

Resident - Carlton Meres concern. This was covered in 11918/12.3

11925 To consider excluding the public and press.

No considerations were necessary.

11926 Excluded items

There were none.

11927 Date of the next meeting

The next Meeting is to be held on the 28th June 2023 at 7pm.

The Chair closed the meeting at 7.55pm.

Signed: Chairman Dated: