

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE ANNUAL GENERAL MEETING HELD ON
WEDNESDAY 28th JUNE 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 Traci Weaver	Cllr Simon Ransome

In attendance: 3 members of the public.

Welcome by the Chairman.

11928 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.

3 members of the public.

11929 Reports

Report by County Councillor Richard Smith

Richard Smith wished to thank all the Councillors for standing again for election. There was a good report written by Cllr Weaver for the Sizewell C response. The judicial review for Sizewell C was rejected on all grounds. Costs have been awarded against TASK. EDF have started to build. Richard Smith commented that he objected to Sizewell C as it will have a detrimental affect on this area. There will be community compensation which he will work alongside the villages to ensure they get as much as possible. There will be a selection of regular briefings. A re-surfacing project is taking place in the area this may cause some disruption on the roads. Potholes need to be repaired in the spring, and they need to be repaired properly. If a pothole is reported, it should be investigated within three weeks. Road signs are another concern, some of them have fallen over and look awful. If they need to be there for legal reasons then they should be repaired, if not then remove them. 300 miles of pavements are to be repaired or replaced. The SCC have borrowed £10m to do some work on the residential areas. If anyone is aware of a residential road in need of repair, please let Richard know.

Cllr Weaver asked what can be done about the fly-tipping, the last case involved many car tyres. Richard Smith commented that fly tipping is illegal and criminal, it is a £2,000 fine if caught. Instances in the area have fallen.

Cllr Revell said that DIY waste charges are being dropped, this may cut the amount of fly tipping. Richard Smith said that there is no agreed date for the start of this. This will mean an income reduction of £200,000 to the SCC. Fly tipping is the responsibility of ESC to clear but fly tipping on the fields is the responsibility of the landowner.

Cllr Revell commented that the design of the road signs are bad, have the SCC looked into an improved version of the sign post, which makes them future proof.

Richard Smith said that a new design has been looked at to make the posts stronger.

The Clerk reported that an email has been received from the planning officer in relation to the breach of planning at Carlton Meres. This is being investigated and a report will be sent to the PC in due course.

Richard Smith said that if there has been a breach, then this should be acted upon.

ACTION: Clerk to write to Julia Ewart to ensure she is aware of the situation, and to see how she is able to support the PC.

Report by District Councillor Ewart

Julia Ewart submitted her apologies and a written report.

The Chair of the Biodiversity Group reported that the group has been running for about 6 years, they have surveyed 50 sites, 132 ponds have been identified, 10 ponds and 2 ancient woodlands. There are great crested newts in most of the ponds and many orchids. 10 oaks are over 5m girth. The Biodiversity land has doubled. There have been two presentations at the APM. There are three things that the group require assistance with from the PC.

- 1) An action plan is being written, there are to be wildlife corridors to neighbouring villages. The group requires funding to help identify the owners of land using the land registry. The need for the purchase of plant plugs for the wildflowers on the car park. Replace some of the trees that have been removed with hedging. Improve the ditches. It would be useful to buy maps, and to publish leaflets. If the PC were able to assist with a budget line of £100, this would be enough.
- 2) Participation from a PC member, this would assist in building the relationship with the group. It would also assist the group to know how to access some funding.
- 3) The Platinum Jubilee Oak tree needs replacing. They have one suitable for this and it could be planted in October. Would it be possible to have permission to do this?

County Councillor Richard Smith commented that he has a small pot of funding and would be willing to donate £250 to the Biodiversity Group, as a one-off gift to assist with admin.

Cllr Revell said that the PC has taken on board the need for funding on an annual basis.

The Chair of the group said that £100 would be sufficient.

Cllr Galloway said that this is something that could be considered for the budget next year.

The Chair of the group reported that a liaison with the PC would be good.

Cllr Revell said that this is a good idea, the PC are trying to recruit more councillors, the current Councillors are already doing vast quantities of work. All the Council agreed that the oak tree could be replaced.

2 members of the public and County Councillor Richard Smith left at 7.33.

The Chair formally opened the meeting at 7.37pm.

11930 To receive apologies for absence – District Councillor Julia Ewart, Cllr Holden, Cllr Stewart, Cllr Harker.

11931 To accept apologies for absence – Accepted.

11932 To record absence without apologies – None

11933 Declarations of Interest – None

11934 To consider any dispensations – None

11935 To consider the Approval of the draft minutes of the Parish Council meeting held on 24th May 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 Revell, with two abstentions.

11936 Parish Clerk's Report

Car Park – there has been no lease sent through. BSR Energy – the 'Community Benefit Agreement' has been received and will be signed this evening, ahead of returning. Fly-tipping – there has been a couple of incidences of fly-tipping but these have been cleared. Norse – contact has been made regarding the missing bin liner, and the lack of emptying the bins. Hopefully this will improve after the 1st July when the new company takes over. The filling of the bins with household waste seems to have been resolved. The grass has been cut on the Carlton Road green area. Policies – there are four policies to adopt, there are no changes in these. Tree Survey – the tree survey has been received

and a quote to deal with the urgent items has been requested. External Audit – the paperwork has been received back from the internal auditor and this has now been passed to the external auditor. Donation – the disability service has requested a donation. SALC Forum – a recent forum consisted of information relating to Sizewell C and planning. 20's plenty – a zoom meeting was held to give information to parishes about trying to obtain a speed limit of 20 throughout some villages. Footpaths – a resident had contacted the PC about the narrow footpaths. Remembrance Sunday – this is to be held in this parish this year. District Councillor – Julia Ewart has asked if the Clerk may meet with her at some of the coffee mornings as she is unable to attend the PC meetings, this will provide an opportunity for ESC information to be passed to the PC. Resignation of a Councillor – this appears as an item later in the meeting. Annual Leave – the Clerk will be on Annual Leave on the 14th July.

11937 Clerk's Report on urgent decisions

None

11938 Matters arising from the Clerk's report.

Cllr Revell said that he has signed the agreement for the BSR, this will be returned. To assist with the fly-tipping at the layby, some metal road pins could be placed around the edge, this may be connected by rope. It will stop people parking. Norse have not recovered the missing metal bin liner from the recreation ground. Grass cutting – ask Norse what the policy is for grass cutting, although there is a change of company. Donation – send a polite email stating the PC is unable to assist at the moment. Remembrance Sunday – hire the main hall for this, ask Kim if she is able to do the catering. Find out from STC how many people they had attend last year, and who they invited.

ACTION: Clerk to send thanks to Mary Clarke for assistance with the waste. Contact the resident about the layby near the A12. Book the main hall for the Remembrance Sunday and the caterer. Email Saxmundham Town Council about the numbers for the Remembrance Sunday last year, and who was invited.

11939 Matters arising from the Parish Council meeting held on Wednesday 24 May 2023.

10.1. Neighbourhood Plan – It was agreed by all not to progress with the Neighbourhood Plan at this present time.

ACTION: Clerk to inform ESC.

10.2. Power Projects – Cllr Weaver submitted a written report to all the Councillors. There was a meeting held which many of the local parishes attended. A joint letter is being produced. The change of speed limits to 20mph is something that could be funded by Sizewell C. It was agreed that all the Quiet Lanes should be 20mph. It was agreed to ask for as much as possible, even 30mph was suggested on the B1122. People will self-route and not pay attention to the approved route. Pedestrian footways are another concern as there is a lack of them. It is hoped that there will be additional funding for the Police to deal with the traffic management issues. The final joint response will be circulated to all before submission.

10.3. Carlton Meres – Cllr Revell said to contact District Councillor Julia Ewart for her to find out what the progress is.

ACTION: Clerk to write to Julia Ewart.

10.4 Trees – As mentioned above, the PC is waiting for the quote to complete the urgent tree work.

10.5 Car Park Lease – This has not been received.

10.6 Basketball Hoop/Netball Hoop – It was agreed to remove this item from the agenda.

10.7 Bins – It was agreed by all the Council to order another bin liner for the waste bin on the recreation ground.

ACTION: Cllr Ransome to obtain a quote for the bin liner.

11940 Parish Council Matters

11.1 Kelsale Village Hall: Cllr Ransome reported that the Village Hall Chair had circulated an email to all the Councillors for their information. The PC is needed to support with a issue relating to the forecourt area of land near the village hall.

ACTION: Cllr Weaver to read through the information, and submit a response to the village hall committee. Cllr Ransome and Cllr Revell to visit the local solicitor.

11.2 To re-adopt the Complaints Policy, Data Retention Policy, Data Breach Policy, and the Donations Policy – Cllr Galloway proposed that the PC adopts the above policies, this was seconded by Cllr Weaver and agreed by all.

11.3 Remembrance Sunday – As mentioned above.

11941 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:

DC/23/1966/FUL – Town Farm, Town Farm Lane, Kelsale-cum-Carlton, IP17 2RJ

Change of use of land associated with Town Farm to B8 Storage for self-storage containers.

It was agreed by all to object to this application, the road access is not suitable, the appearance is not in keeping and there would be an increase in traffic on a quiet lane.

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

DC/23/2007/VOC – Land to the North of, Carlton Road, Kelsale-cum-Carlton

Variation of Condition Nos 2 and 11 of DC/15/0106/FUL (Refused and allowed on appeal APP/J3530/W/15/3131847) – New Brethren Meeting Hall – To enable a smaller meeting hall to be provided and to use a conventional roof tile to be used in lieu of the sheet metal previously approved. Conditions 2 and 11 should be modified to enable the proposed amendments to be implemented.

It was agreed by all to support this application.

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

DC/23/2174/TPO – Riseholme, 1a Church Close, Kelsale-cum-Carlton, IP17 2PA

1no. Beech (T1 on plan) – Crown reduce in height by up to 1.5 metres and crown raise to 4 metres above ground level.

1no. Yew (T2 on plan) – Crown reduce to 6 metres above ground level and 1 metre in crown radius.

1no. Yew (T3 on plan) – Crown reduce in height by 2 metres and laterally by 2.5 metres.

1no. Scots pine (T5 on plan) – Fell

It was agreed by all to support this application.

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

AP/23/0018/REFUSE - Agricultural Barn opposite Johnsons Farm, Kelsale Road, Kelsale-cum-Carlton

An appeal to the Secretary of state against the decision of East Suffolk Council to refuse planning permission for Prior Notification (Agriculture) – Agricultural Barn to residential.

The Council had no further comments to make to this application.

11942 Financial Matters

13.1 Financial Statement since the February meeting. See Updated Finance Report of 28th June 2023.

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

13.2 To approve and sign the bank statements: The Bank Statement to 31st May 2023 plus financial reconciliations were agreed and signed by the Chairman.

13.3 To note the internal audit report.

The Clerk commented that the internal audit has been received. There appeared to be no major issues with the report. It was agreed that more discussion would take place when the budget was draft. The comment relating to the external audit report being placed on the website was challenged as it was not received from PKF in time.

11943 To Receive Reports from Portfolio Holders and Liaison Representative

D1: Community Newsletter

Cllr Galloway commented that the newsletter was another large edition. This will be delivered tomorrow ready for distribution.

C1: Bonfire Party Team

Cllr Revell commented that the first meeting of the Bonfire group would be held on the 7th August. Hogs and Ale, as well as Chris is already booked.

ACTION: Clerk to obtain the First Aid Cover from St Johns. The date is to be the 4th November.

Cllr Revell reported that the speeding on the Main Road is being monitored by the Police. It has been reported that 17 people have been prosecuted for speeding offences.

11944 Items for consideration for Inclusion on the next agenda

As listed within the minutes,

11945 Correspondence

The Disability Advice Service – request for donation.

It was agreed by all that no donation is available at this present time.

Resignation of a Councillor

The Clerk read out an email from Julia Ewart.

ACTION: Clerk to write a letter of thanks to Julia Ewart for her support as a Parish Councillor.

11946 To consider excluding the public and press.

No considerations were necessary.

11947 Excluded items

There were none.

11948 Date of the next meeting

The next Meeting is to be held on the 26th July 2023 at 7pm.

The Chair closed the meeting at 9.15pm.

Signed: Chairman Dated: