

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

**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 25<sup>th</sup> OCTOBER 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
Cllr Rob Holden	Cllr Laura Gwynne

**In attendance:** 1 member of the public.

**Welcome by the Chairman.**

**12012 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.***

1 member of the public.

The member of the public wished to thank the Parish Council (PC) for the get-well card that was sent. A draft document was passed to all the Councillors, this showed how the flood in the centre of the village progressed over a few hours. The flood on Friday (20<sup>th</sup> October) was very bad. The blocked drain on the edge of the road that should allow water to run into the river was not working. The Clerk reported the concern to the Environment Agency and at 6.30pm a tanker lorry came to unblock it. The first photo shows the river at 11.00am, then at 12.00 the road closed signage was placed by the bridge. Either tractors or 4x4 vehicles moved the signs out of the way and drove through the flood water, this caused the bow waves to almost flood nearby houses. The vehicles had been advised to use Bridge Street as all the other routes to Leiston were blocked. What happens when the water reaches the top of the bridge arch, this could flood the houses either side. The water must go somewhere. At Dorleys Corner the river was much wider. The proposal is to have beavers on the Fromus Reserve, they will build ponds, and this will release the water from the river, flood mitigation. If the bridge in Bridge Street was to break, the cost would be huge. In order to bring beavers to the area, a permit would be required. Would the PC support the investigation into the use of beavers.

Laura Gwynne will be joining the Biodiversity Group which will ensure a good link with the PC.

**12013 Reports**

**Report by County Councillor Richard Smith**

Richard Smith said that he was going to ask some questions about the flood in this area, but the draft document handed round has answered most of them. Debenham and Framlingham was hit particularly hard. This is reported to be a 1 in a 100-year event. This does however seem to be less. The Environment Agency and the SCC will need to answer questions about what may be done to improve the situation. The support sent to Framlingham was immediate. The carpets and furniture ruined in the floods was removed. ESC did very well. Thank you to the member of the public for the report. Gold command was set up with the Police and Fire Service. Some lessons can be learnt from this event.

Cllr Weaver asked who is responsible for the clear up?

Richard Smith commented that the Environment Agency is responsible for the river. SCC put up the barriers. Farmers assisted by towing out vehicles stuck in the floods. This is a multi-agency approach; discussions are taking place and the whole situation will be investigated.

Richard Smith thanked Cllr Weaver for her paper on the Lion Link project. He recently attended

a meeting where many people were against the cables coming onshore at Walberswick. He has received 30+ emails regarding the concern of residents. He is keen to support the residents trying to prevent these cables coming onshore at Walberswick or north of Southwold.

Cllr Weaver commented that there are concerns about the offshore connection, but this should be supported.

Richard Smith said that he attended a public meeting linked to Sea Link, there is to be a public consultation. Saxmundham are not up in arms about this at the moment. Although the proposed building will be 26m and on a piece of high ground. This is in the early stages; the customer relations team will give residents a 1-1 session to discuss their concerns. People understand the need for the green electricity, but this area is having everything forced upon it with very little compensation. Sizewell C – the DCO should be triggered in early January. The government are to make an announcement about the funding. No one is sure if this will be in the new financial year, after the 6<sup>th</sup> April. There will be lots of work taking place on the roads over the next 3 years. Tourism – Suffolk has been asked to join with Norfolk, but this has not happened yet. The roads are going to be a problem with people trying to move around. There is also a concern about Sizewell C scooping up the less paid people. Finances at SCC continue to be a concern. The elderly people that are currently in the Suffolk care homes cost £90m per year. A young person who requires specialist care costs £20,000 per week. The reserves can help towards this, but they will all be gone in about 4 years. In the past the government has helped to support the finances of the SCC.

Cllr Galloway commented that the PC had agreed to support the request for signage stating, 'unsuitable for HGV's'. Will the cost for these be covered by the SCC or the PC.

Richard Smith said that the SCC will pay for one of the signs.

Cllr Galloway asked how much this will cost? Sizewell C should be paying for the new road signage.

ACTION: Richard Smith to pass on the cost details to the PC.

#### **Report by District Councillor Ewart**

Julia Ewart reported that she oversees 13 villages and 11 parishes, and she has much gone on. The floods caused a great concern, with people not knowing who was responsible for what, because many of the plans are not up to date. There is a form that needs to be completed. The Clerks need to be aware of the telephone numbers to use to contact the appropriate departments. There are some villages hit in this ward. It is important to get messages out to residents, so they know where to go for support. There may even be some funding available for this.

Richard Smith commented that if certain levels of emergency are triggered, money may be released.

Julia Ewart reported that the Environment Agency has a lot of areas to deal with and clear. The drains etc all need clearing of mud and debris. It is suggested that each PC be provided with a pack which contains road closed signs, sandbags, drain rods and grate clips. The properties affected would need the support to help clear furniture and belongings. There needs to be a way to get hold of each other for support.

Richard Smith said that there is a government scheme to assist with insurance cover for properties in areas of flooding.

Julia Ewart said that what has happened within a week in the village needs reporting.

ACTION: Report of the events that have taken place in the village in the past week to be sent to Julia Ewart.

Cllr Ransome left the meeting at 7.45pm

Julia Ewart said that the School is in need of support, it is now an intervention centre. It has just missed out on a cycle of CIL funding; they are in need of support with furniture for the centre. Everyone needs to work together to support the School. Sam Kenward should have been present at the PC meeting this evening, but he is working out at Framlingham, so sends his apologies. He is linked to the Community Partnership for Framlingham and Wickham Market. On the 8<sup>th</sup> November there is a welfare event to take place. This will involve about 8 services to support the community with any problems they may be facing such as financial issues. A leaflet will be circulated around the village inviting people to attend. A representative from Sizewell C is due to

attend the next PC meeting. They need to make it clear to the PC what is going on and answer any concerns that the community may have.

Cllr Revell commented that an Emergency Plan was started some time ago by the PC. Sandbags need to be accessible to the residents. The weather warning was yellow for this area, which was insufficient, it should have been a red warning.

Richard Smith suggested that JEPU is a good place to start.

Julia Ewart said that there is a six-point plan that can be used as a template.

Cllr Revell thanked both SCC and ESC for their input this evening.

## **The Chair formally opened the meeting at 7.56pm.**

### **11.6 Co-option of a Councillor.**

Cllr Revell commented that a resident has shown an interest in joining the PC.

Laura Gwynne briefly introduced herself as did all the PC.

Laura was formally voted onto the PC and duly signed the 'Declaration of Acceptance of Office' form.

**12014 To receive apologies for absence** – Sam Kenward (Community Partnership), Cllr Stewart and Cllr Harker.

**12015 To accept apologies for absence** – Accepted.

**12016 To record absence without apologies** – None

**12017 Declarations of Interest** – None

**12018 To consider any dispensations** – None

### **12019 To consider the Approval of the draft minutes of the Parish Council meeting held on 27<sup>th</sup> September 2023.**

The draft minutes of the meeting had been circulated and the version now on the website were approved with abstentions from those that did not attend. Proposer: Cllr Holden, Seconder Cllr Galloway, with two abstentions.

Cllr Ransome returned to the meeting at 8.10pm

### **12020 Parish Clerk's Report**

VAT refund – an application has been submitted and the sum of £400.22 has been received. Tiggins Lane – having reported the issue of camping on that site, the ESC reported that 50 pitches for not more than 28 days in a calendar year is permitted. Policies – there is one to re-adopt with no changes. Trees - having met with Paul Bush and looked at the trees on the recreation ground, a list of work has been recommended, Cllr Revell has the list. CIL has agreed the use of the money for this work. Remembrance Service – Cllr Revell is to sort the wreath; information has been passed to him. Bonfire Event – the insurance for the event has now been reduced to £166.32 from £395.36. D-Day celebration - the TENS licence has been received. Advertising revenue – there are still three outstanding invoices from this round of requests. A chasing email has been sent. Spinney Pocket – a resident has requested that some of the vegetation is removed from near her fence to allow for some routine maintenance. This is to be cleared by the PC groundsman. Carlton Road – a resident reported an incident of fly-tipping, this was a couple of bags of rotten onions. A resident on Low Road reported some fly-tipping to ESC and forwarded the reference number onto the Clerk. Highways – SCC Highways have reported some low branches on the Carlton Road. This has been cleared and SCC informed that the work has been completed. Budget 2024-25 – The PC needs to consider the precept request and budget for the next financial year. Friday 20<sup>th</sup> October – A chain of emails regarding the flooding in Bridge Street was received. The environment agency was contacted who advised that the sandbags will be provided by the SCC. Speed Limit – a resident concerned about the speeding in Low Road has sent in an email to the PC.

Cllr Galloway commented that an email had been received regarding the collection of some bulbs from ESC. The bulbs require collecting from Ufford.

Cllr Holden said he could collect the bulbs.

Cllr Galloway thought these could be planted on the banks of the car park, or both the recreation grounds.

## **12021 Clerk's Report on urgent decisions**

None

## **12022 Matters arising from the Clerk's report.**

Cllr Revell said that the meeting on the recreation ground to look at the trees was very informative. There is a need to find funding to undertake this tree work. Health and safety is a concern, with some of the trees suffering from Sooty Bark disease, and the PC are duty bound to ensure safety. The Clerk mentioned the latest amount of CIL funding and could this be used to pay for the urgent work. The alternative was to split the work over some time, but this was not a favourable alternative. Having contacted the CIL team, they have agreed to the CIL funding being used to fund the urgent tree work. It is estimated that the cost is around £1,000. This is an unprecedented case to sort the trees.

It was agreed by all the Councillors to use the funding for the urgent tree work.

Spinney pocket work, it was agreed by all the Councillors that the local groundsman should undertake the clearing work at a cost of £140. The budget for next year needs some consideration.

Cllr Galloway commented that something could be placed in the Community News regarding the Emergency Group/Community Self Help.

ACTION: Place the Community Self Help/Emergency Group on the next agenda.

Cllr Revell commented that the letter from the resident concerning the speed limit reduction in Low Road seems a good suggestion.

Richard Smith said that there will need to be evidence of speed, and any accidents that have happened on the road. This suggestion would need a legal order.

ACTION: Respond to the resident saying this will be discussed at the next meeting. Place item on the agenda.

Richard Smith left the meeting at 8.27pm

## **12023 Matters arising from the Parish Council meeting held on Wednesday 27 September 2023.**

**10.1 Power Projects** – Cllr Weaver had circulated a document to all the Councillors for their approval. There had been a meeting which she attended, this was around 2 hours, there was a lot of discussion on speed limits. Fordley Road will be closed during the building of the link road. The Deed of Obligation will need to be carefully read as it does not mention the roads within Kelsale-cum-Carlton. Cllr Galloway said that the proposed road work will push cars in the direction of Kelsale-cum-Carlton. Cllr Weaver commented that the amount of money mentioned in the Deed of Obligation is not £250m. It is odd sums of money. The document is 36 pages long and it tells us what will be going on. There are various Forums which are designed to help us understand what is going on. Lion Link the consultation is looking at alternative land fall. The power onshore is causing concern, through from the windfarms, the trenches, and to the onshore substations. There is to be a community meeting with the residents of the eight parishes, this is designed to make the residents aware of what is happening. Cllr Ransome said that those who attend these meetings have attended many others.

Cllr Revell commented that it will be quite complex to chair this meeting.

Cllr Gwynne said that all the different issues with the power projects may affect people mentally.

It was agreed by all that the draft document Cllr Weaver had written was ready for submission.

Cllr Weaver said that SEAS sent an email, Saxmundham is the preferred site for the hub for Sea Link. Cllr Galloway said that it is a problem to get people to the meetings. There are changes happening to the roads, railway line, etc. What will happen in the future?

Julia Ewart said that all the Councils need to work together, this is going to affect this area for years to come.

ACTION: Cllr Weaver, Cllr Ransome and Cllr Gwynne to work together to promote awareness of the power projects.

**10.2 Carlton Meres** – Julia Ewart asked if anyone had visited the site, it is very busy. There are many people living there, with 50 sites on the right-hand side. It took a while to speak with the planning department. The parks plan is to buy two more fields. A question has been sent to licensing to see how many permitted caravans should be onsite. This is ongoing.

Cllr Revell commented that the traffic in Rendham Road is a concern.

Julia Ewart commented that the exit from the site needs to be changed.

ACTION: To continue to monitor.

Julia Ewart left at 8.57pm.

**10.3 Bins** – Cllr Ransome reported the bin liner will be collected and placed on the recreation ground tomorrow.

**10.4 Remembrance Sunday** – Cllr Revell said that the Royal British Legion will organise the parade. Volunteers will make refreshments for after the service.

**10.5 Bonfire Night** – Cllr Revell commented that everything is in place for the event. It was agreed that a card machine would be difficult to use in the dark.

A member of the public suggested that a local crowd funding site could be publicised.

**ACTION:** Place Crowd Funding on the next agenda.

**10.6 Verges** – Ongoing

**ACTION:** Place on the next agenda

Member of Public left at 9.06pm.

**10.7 D-Day Celebrations** – Cllr Galloway said that the preparations are ongoing.

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

**10.8 Playground Inspection Report** – Cllr Ransome reported that he had fixed the gates and the sculptures on the recreation ground.

Cllr Holden said that he would try to use expanding foam on the wet pour to fix the cracks.

Cllr Revell confirmed that some of the smaller branches that over hang the play area will be removed.

#### **12024 Parish Council Matters**

**11.1 Kelsale Village Hall:** Cllr Ransome reported that the next process in the updating of the building is the building regulation application needs to be completed.

**11.2 To re-adopt the GDPR Risk Assessment.** – It was agreed by all to re-adopt the GDPR risk assessment.

**11.3 Christmas Tree** – Cllr Weaver reported that she would be willing to sort the donation and ordering of the Christmas Tree.

**11.4 Meeting Dates for 2024** – The Councillors agreed the dates of meetings for 2024.

**11.5 Speed Indicator Device** – Cllr Revell reported that the resident who organises the SID within the parish has requested a new battery at a cost of £29.78. It was agreed by all to allow this expenditure.

#### **12025 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/23/3718/TCA** – Chestnut Grove, 1 The Vines, Kelsale-cum-Carlton, IP17 2PU

1 no. Cherry Plum (T1 on the plan) – reduce to previous pruning points, 3 metres of regrowth on Top and 0.5 metres on roadside.

It was agreed by all to support this application.

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

#### **12026 Financial Matters**

**13.1 Financial Statement since the August meeting. See Updated Finance Report of 25<sup>th</sup> October 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 30<sup>th</sup> September 2023 plus financial reconciliations were agreed and signed by the Chairman.

**13.3 To note and approve the Quarterly Accounts to the end of September 2023:** The quarterly accounts were noted and approved by all the Councillors.

**13.4 To consider any projects for the 2024-25 Budget:** Cllr Holden commented that some funding towards some more equipment for the play area, like a zip wire would be good.

#### **12027 To Receive Reports from Portfolio Holders and Liaison Representative**

##### **D1: Community Newsletter**

Cllr Galloway wished to thank the Editor of the Community News for another fantastic edition.

Cllr Gwynne commented that she had attended a talk by the Rural Services Network. This was very informative as they approach the government on issues that the rural areas are experiencing. This is a good networking site.

**12028 Items for consideration for inclusion on the next agenda**

As listed within the minutes,

**12029 Correspondence**

**Resident – Low Road, Kelsale-cum-Carlton** – This item was mentioned under 12022.

**12030 To consider excluding the public and press.**

No considerations were necessary.

**12031 Excluded items**

There were none.

**12032 Date of the next meeting**

The next Meeting is to be held on the 29<sup>th</sup> November 2023 at 7pm.  
The Chair closed the meeting at 9.24pm.

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

DRAFT