

**Kelsale-cum-Carlton Parish Council**  
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**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 13<sup>th</sup> DECEMBER 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 Mark Stewart	Cllr Caroline Harker
Cllr Rob Holden	Cllr Laura Gwynne
Cllr Traci Weaver	

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

**Welcome by the Chairman.**

**12054 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.*

0 members of the public.

**12055 Reports**

**Report by County Councillor Richard Smith**

Richard Smith submitted his apologies for the meeting.

**Report by District Councillor Ewart**

Julia Ewart submitted her apologies for the meeting.

**The Chair formally opened the meeting at 7.02pm.**

**12056 To receive apologies for absence** – Cllr Ransome, Richard Smith and Julia Ewart

**12057 To accept apologies for absence** – Accepted.

**12058 To record absence without apologies** – None

**12059 Declarations of Interest** – None

**12060 To consider any dispensations** – None

**12061 To consider the Approval of the draft minutes of the Parish Council meeting held on 29<sup>th</sup> November 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 Galloway, Seconder Cllr Harker, with two abstentions.

**12062 Parish Clerk's Report**

Advertising revenue – there are currently three outstanding amounts of advertising revenue. These have been chased. Following on from the last round of advertising revenue invoices sent out, there has been three which will not be advertising again for the moment. This is around £250 worth of advertising. The Editor has agreed to send out some emails to local businesses regarding some advertising. Emails – an email was received from a resident of the new properties at Badger Homes, this was regarding any future development of the nearby field. This email was sent onto ESC who were very helpful and responded quickly. Budget – version 2 is on the website. The figures have been

updated to show the latest examples of expenditure. This shows a better idea of this years remaining funds. Annual Leave – this starts on 21<sup>st</sup> December through to the 2<sup>nd</sup> January.

**12063 Clerk's Report on urgent decisions**

None

**12064 Matters arising from the Clerk's report.**

Cllr Revell commented that the editor did agree that any adverts that had not been paid for should be removed. Some of the Councillors agreed to chase the outstanding amounts of money from some businesses. It is important not to lose any more income from advertising as the Community News is very important for the village. If anyone can think of a company tht may wish to advertise, please pass it on.

Cllr Stewart said that some companies are finding funding for marketing tight.

All Councillors agreed to try and encourage more advertising for the newsletter.

Cllr Revell commented that all the Councillors were copied into the email from the new resident at the Badgers Homes site, this was a very difficult question to answer, but ESC did support with a quick response. The draft budget is to be discussed later in the agenda. The Clerk's annual leave has been noted, from the 21<sup>st</sup> December to the 2<sup>nd</sup> January.

**12065 Matters arising from the Parish Council meeting held on Wednesday 29 November 2023.**

**10.1 Power Projects** – Cllr Weaver reported that the consultation for Sea Link ends on the 18<sup>th</sup> December. Julia Ewart has written requesting an extension. The PC needs to take a vote on how they feel about this proposal. A draft response will be circulated to all for approval ahead of the submission. Cllr Revell commented that nobody wants this, just as nobody wants Sizewell C. The power infrastructure has to go somewhere, but just not here.

Cllr Weaver said that it was apparent that other options have not been investigated. There are lots of holes in the work. Over development of the site at Saxmundham, this will totally overlook Saxmundham. It will take approximately 6 years to build, if it gets the go-ahead it will start in 2026. Have any alternatives been thought of.

Cllr Revell said that the link road is an issue for Kelsale-cum-Carlton. The PC needs to object to having the link road as it will split the village.

Cllr Weaver commented that children will have no way of crossing that road to the sports area. The PC should object on how this is affecting this area. It will split the village into sections. There is also the rat running, traffic management, dealing with major incidents, etc.

Cllr Revell said that the new surgery should be considered, but this will only go ahead if the money can be found.

Cllr Stewart said that the new surgery will e approved with the new 800 house development, so it may not be as local as first thought.

Cllr Harker asked if Cllr Weaver would send through the email address so that the rest of the Councillors may object individually if they wished to.

Cllr Revell said it would be good to encourage other residents to write in with their views.

Cllr Galloway said that she has written a report and sent to Richard Smith concerning the local roads that are affected by flooding.

ACTION: Cllr Weaver to complete a draft response to Sea Link and circulate to all ahead of submission.

**10.2 Carlton Meres** – Julia Ewart continues to chase the meeting with the planning department regarding Carlton Meres.

ACTION: Ongoing, place on the next agenda.

**10.3 Verges** – Ongoing

ACTION: Place on the next agenda.

**10.4 D-Day Commemoration** – Ongoing

ACTION: Place on the next agenda.

**10.5 Resident – speed limit in Low Road** – Cllr Revell felt that the resident did not quite grasp all the complications involved with changing a speed limit on a road. SCC try to put obstacles in the way, as you need to prove the number of accidents, the number of residents and pedestrians that will benefit from the change, how many issues there have been over a set time etc. The new 20mph limits in Wales are proving an issue.

**10.6 Highway Signage** – Cllr Revell said that the Clerk had reported she has sent an email to Richard

Knight but no response has been received.

Cllr Galloway said that the signage about the HGV's is needed.

**ACTION:** The Clerk to chase Richard Knight regarding the Community Fund.

**10.7 CIL Funding** – Cllr Revell commented that the Clerk had sent through an email with the date of which the first sums of CIL funding require spending by. This is some time away in 2026.

**10.8 Speeding on Main Road** – Cllr Holden said that this item is ongoing, with the various power projects being submitted the highways could become part of the development, with road changes.

**ACTION:** To continue to place on the agenda.

## **12066 Parish Council Matters**

**11.1 Kelsale Village Hall:** Cllr Harker reported that the Village Hall held a successful Christmas Fair and raised £450. The wreath making evening was well supported by 20 people attending. There is to be a meeting in January to discuss future events for the Summer.

## **12067 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/23/4415/OUT – Land to the South of, Rosemary Lane, Kelsale-cum-Carlton, IP17 2QN**

Outline Application (All Matters Reserved) – Construction of 3Nr, new build dwellings.

Cllr Stewart commented that this area was not on the local plan, and would create an issue on Rosemary Lane with traffic etc.

It was agreed by all to send a strong objection response to this application.

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

### **Notifications:**

## **12068 Financial Matters**

**13.1 Financial Statement since the November meeting. See Updated Finance Report of 13<sup>th</sup> December 2023.**

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

**13.2 To approve and sign the bank statements:** The Bank Statement to 30<sup>th</sup> November 2023 plus financial reconciliations are to be agreed and signed by the Chairman at the next meeting due to the absence of the Clerk.

**13.3 To note and approve the Draft Budget 2024/25:** Cllr Galloway commented that the PC would be asking for the maximum it could from the precept, it would need to manage the money that it has. The Christmas Lunch pot is to be renamed for the D-Day Commemoration. Richard Smith has offered a £1000 which can be used for marquees for the D-Day event.

Cllr Revell asked how much from the Bonfire Event could be used for the village hall insurance contribution?

Cllr Galloway said that last year the PC gave 50% of the Village Hall insurance costs which was about £800. This will increase next year, and it was paid in April, this was paid from the Bonfire Event profit.

Cllr Revell said that the Village Hall will need to work out their income to cover that expense. How can the PC find that level of funding to assist? It is not a case of the PC being negative but there is only so far the PC funding pot will go.

Cllr Galloway said that the contribution from the Bonfire Event does not directly impact the budget.

Cllr Revell said that the £1000 fund from Richard Smith may be used for the marquee covers, lights etc. A 10m x 4m marquee is £670 + VAT, and a 10m x 3m is £575 + VAT. It would be good to keep the new ones for the events and use the old ones for the Bonfire Night.

Cllr Galloway said that the marquee and lighting will take the £1000.

Cllr Revell commented that the Bonfire Event needs to hold a set amount for the next years event.

It was agreed that the budget for 2024/25 would be workable.

**13.4 To note and consider the Precept Request:** Following on from the draft budget approval it was agreed to request a precept amount of £24,373.

## **12069 To Receive Reports from Portfolio Holders and Liaison Representative**

### **Biodiversity**

Cllr Gwynne commented that she had attended the meeting regarding beavers in Essex. This was very informative. They may be placed in the Fromus Reserve area, but this would need to be granted various licences before this can take place.

Cllr Gwynne also commented that she had a wellbeing event, this was very good, with a helpful talk on mental health issues.

Cllr Galloway said that there is some work taking place on the fields in Tiggins Lane, the grass meadow has been torn up, and the hedges and trees are being sorted out. What is this for?  
Cllr Revell said that they are doing some farming maintenance, that field has been set aside land for some time, this is now having some farm management done on it.

### **B7: Trees and Green Spaces**

Cllr Holden said that the ditch which was paid for by the PC to be cleared now has a lot of standing water in it. This water should drain through to Kelsale Court. They have been informed about this before and Cllr Ransome has met with them to look at the ditch in their garden. This may require another letter or a visit from Cllr Ransome.

Cllr Holden said that the big gate on the recreation ground needs some refurbishment.

Cllr Harker said that part of the fence is very wobbly also where people climbed over it to place stuff on the bonfire.

ACTION: Cllr Holden to talk with Cllr Ransome on his return.

### **B1: Energy Development Projects.**

Cllr Weaver said that it would be beneficial to have a group of Councillors to assist with all the different power projects that are going on at the moment.

### **A10: KcC School.**

Cllr Harker said that the school now has a cabin for small groups of students to access therapeutic play. They have a member of staff who is trained in this. The reception year is small, at the moment. There is to be a school Christmas Fair with a visit from Santa. The school needs some funding to assist with some school phonic books and reading scheme books. They need in the region of £3000.

## **12070 Items for consideration for inclusion on the next agenda**

As listed within the minutes, Co-option of a Councillor

## **12071 Correspondence**

## **12072 To consider excluding the public and press.**

No considerations were necessary.

## **12073 Excluded items**

There were none.

## **12074 Date of the next meeting**

The next Meeting is to be held on the 31<sup>st</sup> January 2023 at 7pm.  
The Chair closed the meeting at 8.10pm.

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