

Kelsale cum Carlton Parish Council

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SUMMONS

Notice is hereby given that the Meeting of the Kelsale-cum-Carlton Parish Council will be held on Wednesday 24th September 2025 at 7.00pm in the Committee Room, Kelsale Village Hall

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND.

Welcome to Members of the Public: -

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 join/listen to the meeting, may not take part in the meeting itself.

Reports from Suffolk County and East Suffolk Council Representatives

AGENDA

1. To receive apologies for absence
2. To accept apologies for absence
3. To record absence without apologies
4. To receive Councillors Declarations of Interest
5. To consider any Dispensations
6. To consider the Approval of the draft minutes of the Parish Council meeting held on Wednesday 27th August 2025.

Parish Clerk

7. Parish Clerk's Report
8. Clerk's Report on urgent decisions -
9. Matters Arising from the Parish Clerk's Report
10. **Matters Arising from the Parish Council meeting held on Wednesday 27th August 2025.**
 - 10.1 Power Projects – ACTION: Updates on power projects.
 - 10.2 Kelsale Village Hall proposals – ACTION: Any updates/report Cllr Ransome. Clerk to arrange a meeting with Richard Smith and the Highways Engineer to look at the forecourt area.
 - 10.3 Recreation ground fence – ACTION: Cllr Holden and Cllr Buttle to obtain various quotes to repair the fence.
 - 10.4 Generator – ACTION: Cllr Revell to obtain a new battery for the generator.
 - 10.5 Tree Warden – ACTION: Cllr Gwynne to investigate if KcC has a tree warden in place.
 - 10.6 Highways Signage – ACTION: Clerk to contact Highways regarding some advertising signage by the road.
 - 10.7 Layby – ACTION: Cllr Revell to make some bollards to place in the layby.
11. **Parish Council Matters:**
 - 11.1 To adopt the Equality & Diversity Policy, and the Health & Safety Policy.
 - 11.2 Bonfire Event – update Cllr Revell
 - 11.3 Saplings growing corner of Main Road and Bridge Street – remedial work/cutting
 - 11.4 Christmas Trees – PC and Church
12. **Planning Matters**
 - 12.1 Planning Report
 - 12.2 New planning applications since the last meeting

Notifications:

13. **Financial Matters**
 - 13.1: Financial Statement since August meeting
To approve the financial statement and authorise payments.
 - 13.2: To sign and approve the bank statements and bank reconciliation (August)
14. To receive reports from Portfolio Holders and Liaison Representatives
15. Items for consideration for inclusion on the next agenda:
16. **Correspondence**
17. To consider excluding the public and press - no considerations necessary
18. Excluded item – there are no excluded items
19. **The next Meeting will be held on 29th October 2025 at 7.00pm in the Committee Room, Kelsale Village Hall.**

Signed: *Marie Backhouse* Clerk to the Council

Dated: 17th September 2025