

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE MEETING HELD ON
WEDNESDAY 24th SEPTEMBER 2025
AT 7:00PM IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Claire Buttle
Cllr Helen Reynolds	Cllr Tim O'Neill
Cllr Simon Ransome	Cllr Laura Gwynne
Cllr Mark Stewart	

In attendance: 2 members of the public and the Clerk, Marie Backhouse

Welcome by the Chair.

12501 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.

The first M of P reported that they were here to represent the Four Rivers Recovery Project. Work has started on the River Deben. They are working closely with ESC who are assisting with funding. Flood defences need to be improved, but part of the problem is the management of the water. Water quality is the main interest around here. There are four groups that meet regularly, this is the Alde & Ore, Deben, Blyth and Fromus. If possible, it would be great if the consumables used to check the water quality could be paid for by the local PC's.

The second M of P who represented KADWAG informed the PC that they were undertaking the cover of the River Fromus, up to Saxmundham. The water quality is being monitored on a regular basis. They are looking for a consumable contribution from the PC.

Cllr Revell reported that there was £100 in the budget that was available for biodiversity. There will be something built into the budget for next year.

Members of the public left the meeting at 7.16pm.

Cllr Buttle proposed that the £100 for the Biodiversity group was given to KADWAG for the consumables, Cllr Stewart seconded this, and it was agreed by all present.

12502 Reports

Report by County Councillor Richard Smith

Richard Smith provided a brief update. The Local Government Reorganisation has taken four months work and is now at an end. The 320 page document is to be submitted to the government tomorrow, this proposal is for a single unitary council. ESC are still proposing a three unitary council. The Council will hear back from the government later in the year, with a decision expected by the early part of next year. The County and District Council will cease in March 2028. One unitary council will save money. The mayor will be elected next May, and that person will take control of the Fire & Rescue Service and the Police for Suffolk and Norfolk. It is unsure if the election for the County Council will take place next May, this will be confirmed in January. There will be a great deal of change over the next 2 ½ years. Town and Parish Council's will hopefully have more powers. If there is one unitary Council there will be 16 local committees. There will be a pot of £40m around market towns to assist them to thrive. Something else that has been taking

up time this month is the road works on the A12. Complaints have been submitted about this and there has been promises of change. Sizewell C said that the A12 was as a result of SCC works. It adds significant time to a journey.

Cllr Revell commented that the length of the road works is too excessive. Emergency vehicles are struggling to get through.

Richard stated that the B1078 through Coddensham is being used by larger vehicles. Complaints have been sent to Sizewell C. There will be nighttime closures when the Yoxford roundabout is connected.

Cllr Gwynne asked if Highways is SCC? The substation work in Friston has started, so it is not just the Sizewell C vehicles. How does the PC assist our parishioners? Using the small side roads is not a solution. Jenny Riddell-Carpenter held a surgery in Darsham, is this what Kelsale needs? Richard said that Sizewell C say the road works are a necessity, traffic will move freely when the work is done. The DCO gives Sizewell C more power.

Cllr O'Neill commented that Sizewell C say that the roadworks is needed to improve safety, what about the community's safety.

Richard stated that the impact of this will take 12 years. SCC does not have the power to change what Sizewell C are doing. The only challenge may be in court, and this would be very costly.

Cllr Gwynne asked if the 16 committees mentioned will work with PCs. Will the mayor be in charge?

Richard reported yes, the committees will work with the PCs. The mayor will form a committee, and a cabinet will make the decisions. We will need to wait to find out what the various powers are. One unitary council will be stronger.

Richard Smith left the meeting at 7.48pm.

Report by District Councillor Ewart

Julia Ewart submitted her apologies.

The Chair formally opened the meeting at 7.48pm.

12503 To receive apologies for absence – Julia Ewart, Cllr Holden and Cllr Galloway

12504 To accept apologies for absence – Accepted.

12505 To record absence without apologies – None

12506 Declarations of Interest – None

12507 To consider any dispensations – None

12508 To consider the Approval of the draft minutes of the Parish Council meeting held on 27th August 2025.

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 O'Neill, Seconder Cllr Buttle, all in favour with 1 abstention.

12509 Parish Clerk's Report

Policies – there are two policies to adopt, and they are the Equality and Diversity and the Health and Safety Policy. Letter – it was decided that the new letter to be sent to the resident near the forecourt should not be sent, but more information should be sought. River Fromus – a phone call has been received from the owner of Bell View regarding the trees near to the Fromus. They believe that when UK Power Networks purchased the land for the substation, this included the small strip behind. The owner has informed me that a Tree Company has been out and completed a report for UKPN, and she hopes the trees will be removed. There has been a report of a tractor tyre in the river, this was reported to ESC who informed me that this was on private property and therefore they would not remove it. A phone call was made to the Environment Agency who will be sending the local team to retrieve the tyre. Car park – four abandoned vehicles have been reported to ESC. Having met the enforcement guy, he was in the process of contacting DVLA for the owners' details, these would be receiving notice to remove the cars. Village Hall forecourt – there is to be a meeting with the Highways Engineer tomorrow to discuss the proposal to change the junction and the forecourt area. Bonfire Event – the TENS licence has been received and the insurance cost appears on the payment sheet. Email addresses – two Councillors still have to change to the new email address. Community News

Advertising – the Clerk confirmed that 6 invoices have been sent to local businesses, this will raise £425 towards the printing cost. Budget – work has begun on the budget, if anyone has anything that they would like added, please let the clerk know.

12510 Clerk's Report on urgent decisions

None

12511 Matters arising from the Clerk's report.

Cllr Revell said that the cars being abandoned in the car park are causing an issue. This reduces the spaces for the other users. If anyone has any suggestions for the budget, please let the Clerk know. The advertising revenue is important for the continuation of the Community News.

12512 Matters arising from the Parish Council meeting held on Wednesday 27 August 2025.

10.1 Power Projects – Cllr Buttle had circulated a generic document that could be used as a response to any power project consultation.

Cllr O'Neill said that the document was well written.

Cllr Gwynne asked if the Church and the School could be mentioned.

Cllr Buttle said that as the PC has no specific representative on the power projects, this document (with some tweaking) could be used as a response to any application.

Cllr O'Neill commented that we are a small community, could the energy companies show some respect to those of us living here.

Cllr Ransome said that this document gives the PC something to work with.

Cllr Revell thanked Cllr Buttle and Mr Buttle for their work on this document.

The document was agreed by all present.

10.2 Village Hall Proposals – Cllr Ransome reported that there is to be a meeting tomorrow with the Highways Engineer to discuss the forecourt proposals. A meeting took place last week with SALC. The legal route to have the vehicle removed from the forecourt would cost a fortune, and no one is able to remove the vehicle without the owner's permission. One solution may be to build a fence very close by to it, this would need to be as tight to the vehicle as possible and as high.

Cllr O'Neill said that the vehicle is an eyesore on land that belongs to the Village Hall.

Cllr Revell agreed that a fence around it could be an option.

Cllr Ransome said that if the fence was erected around the forecourt, then a parent and toddler group could be held in the committee room, which would be another income for the Village Hall. £300 was raised at the Harvest Supper. There is to be a bric-a-brac held on the 4th October. The final drawings have been received for the proposed lift. The next step is to complete a planning application and a listed building consent application. The architect will be working on the building regulations, then some quotes may be obtained from builders.

ACTION: To continue to place on the agenda. To await a response from the Highways regarding the forecourt.

10.3 Quote to repair the recreation ground fence. – Ongoing.

ACTION: Cllr Holden to obtain quotes to repair the fence.

10.4 Generator – Cllr Revell reported that a new battery had been purchased for the generator.

ACTION: Cllr Holden to advertise the generator on social media.

10.5 Tree Warden – Cllr Gwynne reported that the village does not have a tree warden at the moment

10.6 Highways signage – The Clerk reported that there was no response from the highways department regarding the advertising signage.

ACTION: Place on the next agenda.

10.7 Layby – Cllr Revell and Cllr Ransome are to liaise about the sizing of the bollards, it is thought that a bucket will be too large, it may be a flowerpot is better size.

ACTION: Cllr Revell to experiment with various tubs to gauge a better size.

12513 Parish Council Matters

11.1 To re-adopt the Equality & Diversity Policy and the Health & Safety Policy – It was agreed by all present to re-adopt the above policies.

11.2 Bonfire Event – Cllr Revell said there was a second meeting held this week, all the legal documents are now in place.

Cllr Gwynne asked if donations could be asked for from people who purchase items from the bar or the glowsticks, especially as people may only have a payment card on them and no cash.

Cllr Stewart asked if he could have a card machine on the gate. It was agreed to purchase another card machine.

Cllr Revell said that now the recreation has an electricity supply, there will be better lighting on the site, this includes the entrance gate. The next bonfire meeting is on the 20th October.

11.3 Saplings – Cllr Ransome reported that a resident had commented about some saplings growing on the verge at the end of Bridge Street and these could possibly be moved to the Recreation Ground to flourish. This is no longer a consideration as the mower has been around and cut them off.

11.4 Christmas Trees – It was agreed by all the Cllr Buttle would organise the Christmas Trees for the village and the Church.

12514 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:

Notifications

The Clerk commented that two planning application have now been permitted, this was the one for Kelsale Village Hall and 1 Southview.

12515 Financial Matters

13.1 Financial Statement since the August meeting. See Updated Finance Report of 24th September 2025.

Cllr Buttle proposed the payments, this was seconded by Cllr O'Neill and agreed by all, with no abstentions.

It was agreed by all that the invoice for the removal of the tree on the recreation ground could be paid straight away, this was for £250, when it is received by the Clerk.

13.2 To approve and sign the bank statements: The Bank Statement to 31st August 2025 plus financial reconciliations were presented to the Council and signed by the Chair.

12516 To Receive Reports from Portfolio Holders and Liaison Representatives

A4: KADWAG Group Representative

Cllr Gwynne reported that it would be good if the PC could find some additional funding for KADWAG in the budget.

Cllr Revell said that the Clerk would be putting together a draft budget, and this could be considered.

A10: KcC Schools

Cllr Reynolds said that she had sent an email to the school and would be making a visit to introduce herself.

12517 Items for consideration for Inclusion on the next agenda

As appears in the minutes,

12518 Correspondence

12519 To consider excluding the public and press.

No considerations were necessary.

12520 Excluded items

There were none.

12521 Date of the next meeting

The next Parish Council Meeting is to be held on the 29th October 2025 at 7pm.

The Chair closed the meeting at 8.48pm.

Signed: Chairman Dated: