

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE MEETING HELD ON
WEDNESDAY 28th JANUARY 2026
AT 7:00PM IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Tim O'Neill
Cllr Helen Reynolds	Cllr Rob Holden
Cllr Simon Ransome	Cllr Laura Gwynne
Cllr Edwina Galloway (Vice-chair)	

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

Welcome by the Chair.

12585 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 MofP 1 was a representative of the Kelsale-cum-Carlton Primary School Parent Teachers Friends Association. The Primary School has a swimming pool that is very popular with the children, this needs to be refurbished and some fund raising is taking place to enable this. The group would like to work with the PC. To contact the group please email ptfakelsale@gmail.com.

Cllr Galloway said that the group could have a stall at the Bonfire Event.

Richard Smith said that he has visited the school. The school is unable to apply for funding from the locality budget, but a PTFA is able to. If the group is properly constituted, then he could assist.

The representative thanked the PC for listening and hoped that this communication could continue.

The MofP 2 was attending to see what the PC are like, as he is considering applying to become a Councillor.

12586 Reports

Report by County Councillor Richard Smith

Richard Smith reported that this is a busy time of the year. On the 12th Feb the draft budget for the SCC will be presented to the full Council. It is expected that the spend for next year will be £850m. They really need to have an additional £150m but there is no chance of that. There will be a 4.99% increase in the SCC part of the Council Tax. 2.99% is general Council expenditure and the other 2% is for social care. The SCC must maximise the income it gets otherwise they may lose government grants. The SCC do understand that for some people the ability to pay the Council Tax is difficult. Lots of money is spent on social care. On the 31st March 2028 the Councils will cease, there should be information in March from the government to state whether the new unitary council will be 1 or 3. There is no available money from the government for this, the money will need to be borrowed. SCC elections are to be postponed for another year until 2027. In 2028 there will be a Mayor of Suffolk and Norfolk. ESC may extend these elections also. The next PC elections are May 2027. The government is considering giving the PC's additional powers. The PC elections may be offered a 5-year term not a 4 year to take it to 2032 when there will be all elections held together.

Cllr Revell asked whether there had been any further information regarding Sizewell C contributing to the repairs of the highways.

Richard commented that the legislation prevents SCC from claiming any funding. Although where

work on the highways is being undertaken by Sizewell C, they are making an effort to repair that area. The potholes on the A12 near Glenham Hall appeared over 24 hours. Richard has requested a meeting with the Highways to talk about the state of the A12. It is not a good time of year to do repairs. Friday Street area is to be closed this weekend, and the diversion route is 48 miles.

Cllr Revell stated that some budget should have been built into the Sizewell C plan to pay for the repairs.

Richard said that no claim can be made for wear and tear.

Cllr Galloway commented that this subject formed part of the DCO submission from the PC.

Richard said that SCC will try to get something done.

Cllr Gwynne asked if SCC will always ask for 4.99%.

Richard said that the SCC only has 2 years left and would ask for the full 4.99%.

Cllr Galloway said that she had accepted an invitation to meet with Charles Harrison at East Green but nothing more has been heard.

Richard said that if there has been nothing heard for a week, let him know and he will chase it.

Cllr Ransome commented that there had been no further information received about the forecourt proposal.

Richard said that he would chase it if needed, although the design process does take a time.

7.24pm Richard Smith and MofP 1 left.

Report by District Councillor Ewart

Julia Ewart submitted her apologies.

The Chair formally opened the meeting at 7.25pm.

12587 To receive apologies for absence – Julia Ewart, Cllr Stewart, and Cllr Buttle.

12588 To accept apologies for absence – Accepted.

12589 To record absence without apologies – None

12590 Declarations of Interest – None

12591 To consider any dispensations – None

12592 To consider the Approval of the draft minutes of the Parish Council meeting held on 10th December 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 Ransome, Seconder Cllr Holden, all in favour with 1 abstention.

12593 Parish Clerk's Report

Policies – there are four to adopt, these appear on the agenda and there are no changes. Car park – the van and Zafira are still there, and a report has been sent to ESC regarding this. There is no update on the PSPO. Carlton Meres – there are now some directional signs in place. Having met with Julia Ewart I have commented that this is something that the PC needs assistance with. A chasing email has been sent to J Blackmore requesting a response to an email regarding the highways work undertaken and whether this has been signed off by the Highways Tech Team. Julia will keep the PC updated of any progress she makes. Lion Link – the generic response has been submitted to the consultation. VAT refund - £1108.00 has been received. Advertising revenue – there are two outstanding, these have been chased. Planning – an email was sent to the planning officer dealing with the 9 dwellings at Alderlee. ESC are awaiting a RAMS payment or an agreement stating this would be paid before a decision can be made. Highways – there is no update regarding the forecourt costs. Three reports have been made to Highways regarding issues at East Green, Friday Street, and the A12. Utilities – the first invoice for the water on the recreation ground has been received, this covers up to 16th January 2026. Clerks Laptop – the current cost of a laptop and set up fee is £460. Working with the IT guy to find a cheaper alternative to Microsoft. Coffee Mornings – Julia will attend once a month to speak with me if she is unable to attend the PC meeting. Tree Warden – we now have a tree warden who is about to undertake a report on the recreation ground trees.

12594 Clerk's Report on urgent decisions

None

12595 Matters arising from the Clerk's report.

Cllr Revell reported that the Policies, Carlton Meres and the highways issues appear on the agenda, The generator is now sold for £600. It was agreed by all that the Clerk should liaise with the IT guy to arrange a new laptop. After some discussion it was agreed that the Clerk should not attend every coffee morning, it may only be once a month. It is good news that the PC now has a tree warden.

12596 Matters arising from the Parish Council meeting held on Wednesday 10 December 2025.

10.1 Power Projects – Cllr Galloway reported that there is the Northern Transport Forum to be held on the 4th Feb, is anyone attending? It was agreed that Cllr Galloway should attend on behalf of the PC.

Cllr Revell suggested that all the damaged roads could be mentioned. Sizewell C should contribute to the maintenance of the roads.

MofP 2 commented that people are clipping the banks of the roads to avoid the potholes.

Cllr Galloway said that the PC can submit two questions, Cllr Reynolds is to draft a question regarding the potholes.

Cllr Gwynne reported that she has a very useful contact at Sizewell C. There seems to be a crossing being put in at Yoxford, which means the closure of the road at night. The diversion route is very confusing.

Cllr Revell said that he travels the A12 on a regular basis and there does not seem to be any changes in the roads.

Cllr Reynolds reported that the A12 at Friday Street will be closed for the entire weekend.

Cllr O'Neill asked who is responsible for paying for the pothole repairs, is it Highways.

Cllr Ransome mentioned the crumbling cliffs at Thorpeness. What is happening about protection?

Cllr Gwynne said that the Sizewell C site is to have a wall built around it, to protect it.

10.2 Kelsale Village Hall Proposals – Cllr Ransome said that the regulations for the new lift should have been submitted to ESC but there are not there yet. There are some new client bookings for the Village Hall.

10.3 Quote to repair the recreation ground fence. – Cllr Holden reported that a quote for £700-800 has been received, this covers the replacement of some fence posts on the recreation ground.

Cllr O'Neill proposed that the quote for £700-800 for the replacement posts be accepted, this was seconded by Cllr Ransome and agreed by all.

ACTION: Cllr Holden to accept the quote from John West and the go ahead on the recreation ground to replace the broken fence posts.

10.4 Generator – Cllr Holden reported that the generator has sold for £600.

10.5 Layby – Cllr Revell will undertake this when the weather improves.

Cllr Holden reported that there had been some litter placed in the layby a couple of weeks ago.

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

10.6 Carlton Meres – Cllr Revell reported that there is to be a meeting of one of the residents and Julia. It is time to write to the Chief Exec of ESC, stating the PC's displeasure. The planning enforcement team is almost non-existent.

ACTION: Clerk to draft an email to the Chief Exec and circulate to all the Cllrs for comments before submission.

12597 Parish Council Matters

11.1 To adopt the Privacy Notice, the Social Media Protocol, the Discipline & Grievance Policy, and the Pre-planning consultation protocol.

The above policies were agreed by all.

11.2 To consider a speaker for the Annual Parish Meeting to be held on the 1st April 2026.

Cllr Galloway said it may be good to have a representative from the school to speak and give an update on the school.

ACTION: Cllr Reynolds to contact the school and ask if they would do a presentation at the APM.

11.3 20's Plenty – Cllr Ransome reported that there is a new document promoting the government scheme for 20mph limits in various locations. This will not happen if the road is an A or B road, if the current limit is over 30mph, and if there is no one interested in the area. It is designed for roads where people use them for walking, cycling etc. Kelsale-cum-Carlton have several, Bridge Street, Church

Lane etc. The PC would need to prove the speed on those lanes; how would this be done.

Cllr Holden said that this would be completed with rubber strips.

Cllr Galloway stated that the residents of those areas would need to be consulted.

Cllr O'Neill said that if the area in front of the Village Hall is changing this would slow the traffic down. Not all roads should be 20mph.

Cllr Revell suggested that Cllr Ransome compiles a list of roads suitable for 20mph and bring to the next PC meeting.

Cllr Ransome commented that an article could be written for the next Community News, and ask that residents send in comments.

Cllr Revell reported that the enhancement of the forecourt will improve the look of the area, as well as slow traffic down.

Cllr Reynolds said that Rosemary Lane is good for the 20mph scheme, lots of families walk that area.

Cllr O'Neill commented that a lot of the delivery drivers speed.

Cllr Revell said that the PC are not suggesting a blanket 20mph throughout the village. There was a cyclist killed in the west of the County on a quiet lane, why was that suggested as a quiet lane to the PC.

ACTION: Clerk to obtain cost of speed survey for certain lanes in the village.

12598 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/25/4993/VOC – Apple Tree Barn, North Green, Kelsale-cum-Carlton, IP17 2RL

Variation of condition No 7 of DC/24/3831/FUL – Construction of 1no. single storey dwelling (revised design) – proposed vehicular access has been laid out and completed.

DC/26/0016/VOC – Apple Tree Barn (proposed name), Town Farm Lane, North Green, Kelsale-cum-Carlton

Variation of condition No 2 of DC/24/3831/FUL – Construction of 1no single storey dwelling (revised design) – addition of PV panels to roof and minor changes to roof windows.

It was agreed that the Planning Group would look at these proposals and Cllr Ransome would circulate a draft response to all Councillors.

Notifications

12599 Financial Matters

13.1 Financial Statement since the December meeting. See Updated Finance Report of 28th January 2026.

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 31st December 2025 plus financial reconciliations were presented to the Council and signed by the Chair.

13.3 To note the quarterly accounts to the 31st December 2025: these were noted by all the Council.

13.4 To approve the internal auditor for the financial year 2025-26: It was agreed by the full Council to use SALC for the internal audit.

12600 To Receive Reports from Portfolio Holders and Liaison Representatives

A7: East Suffolk Council

Cllr Galloway reported that there is a consultation taking place in ESC called the Accommodation Strategy – the local area may be short of beds for energy project workers. Residents are being encouraged to convert their spare rooms. Any comments regarding this should be sent to ESC.

D1: Quarterly Newsletter

Cllr Galloway said that Mary Clarke may now be the new editor of the Community News.

A10: KcC Schools

Cllr Reynolds will contact the school regarding a speaker for the APM. There has been no response

to her previous emails sent to the school.

A2 & A3: Community, Energy & Health

Cllr Reynolds reported that she has attended meetings at the Surgery. There are 2 new partners and some new staff. The surgery requires some storage for medical aids. They are in the process of setting up a buddy scheme, where someone who may have been in hospital for some treatment may share their experience with someone who is now about to go through the process. 30-40 people continue to attend the film afternoons. There is a real concern for youth unemployment, 18,19,20-year-olds are in a depressive state relating to unemployment. The surgery is trying to encourage local businesses to offer taster sessions to individuals, they will be reimbursed for this.

A4: KADWAG Group Representative

Cllr Gwynne reported that the first meeting of 2026 had taken place. There are lots of projects in place including water testing. There is to be a meeting in early spring with the Solar Farm representative. There are 85 members of KADWAG. There will hopefully be another Crafty Picnic held on the 7th June on the recreation ground.

B7: Trees and Green Spaces

Cllr Holden reported that there are some branches falling off some of the trees on the recreation ground. The MofP 2 is to contact Mr. Driver, a tree surgeon, to take a look asap and report back to the PC.

12601 Items for consideration for Inclusion on the next agenda

As appears in the minutes,

12602 Correspondence

East Green Corner – A resident reported that there have been several accidents on a road in East Green. This was reported to the Highways Team.

Cllr Galloway said that vehicles drive too fast and end up in the field.

ACTION: Cllr Galloway to meet with the Highways Engineer on site.

12603 To consider excluding the public and press.

No considerations were necessary.

12604 Excluded items

There were none.

12605 Date of the next meeting

The next Parish Council Meeting is to be held on the 25th February 2026 at 7pm.

The Chair closed the meeting at 9.05pm.

Signed: Chairman Dated: