

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE MEETING HELD ON
WEDNESDAY 24th JUNE 2026
AT 7:00PM IN THE MAIN HALL OF THE VILLAGE HALL**

Present at the meeting:

Cllr Alan Revell (Chair)	Cllr Edwina Galloway
Cllr Tim O'Neill	Cllr Rob Holden
Cllr Simon Ransome	Cllr Laura Gwynne
Cllr John West	Cllr Claire Buttle
Cllr Helen Reynolds	Cllr Barry Stacey

In attendance: 0 members of the public and the Clerk, Marie Backhouse

Welcome by the Chair.

Presentation from Nick King of the Neighbourhood Watch.

Cllr Revell welcomed Nick to the meeting.

Nick reported that the Neighbourhood Watch has been running for 44 years. It was originally set up by the Police, and now they are trying to reinvigorate it. Many years ago, there were a lot of signs put out, and these are now really faded. The aim is to try to replace them with new signs. The Lottery has funded new signs, and there are 4 per parish available. It has been proven that issues with crime is 20% less in areas that have Neighbourhood Watches. Register on the website ourwatch.org.uk, this will give you a Police message and alerts on local crimes. You can also reply on this link as well. If you have a ring doorbell you can register this. If you put in your postcode, it will show you where your local Neighbourhood Watches are. The Police do respect Neighbourhood Watch members.

Cllr Ransome asked if this is a group of people walking around.

Nick replied that there is one representative who can inform the Police, no one is walking around. Group meetings may take place.

ACTION: Add Neighbourhood Watch Co-ordinator to the next agenda.

Cllr Revell thanked Nick for attending.

Nick King left the meeting at 7.10pm.

Cllr Gwynne arrived at 7.10pm.

Cllr West arrived at 7.11pm.

12692 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.

No members of the public.

12693 Reports

Report by County Councillor & District Councillor Julia Ewart

Julia Ewart submitted a written report and summarised some of the points. Julia has a meeting on the 7th July at 1pm on the forecourt outside the village hall with SCC Highways Engineer. The aim is to make the junction tighter to turn into Low Road. They will also be looking at a zebra crossing for the School on Carlton Road. 20's plenty is also being considered, but funding is an issue. If the village could raise a group of people there could be a Community Self Help group, these could undertake jobs around the village like hedge cutting etc. Training for this is provided.

Saxmundham has the possibility of having a development of 850 houses. This is to run above the railway track. There is to be a commercial site the other side of the A12. The curtilage of the village will be impacted by the proposed petrol station, hotel, roundabout etc. A meeting with all the District Councillors has been requested. The planning application is not detailed enough. They are looking into putting a school there. Although this area has been placed in the Local Plan, it has not been thought out. £40m will be needed to make this work. A response from the village is needed by the 12th July. Julia can assist the PC with a response if required. The local schools are struggling to recruit teachers at this time as there is no where for them to live. Housing is needed. Carlton Meres is slowly becoming a trailer park. This needs to be looked at by ESC. The latest planning application was passed by the referral committee. If the residents of Rendham Road were able to comment on this application, it could have been an advantage in the decision making. There should have been a hard kerb in place on the entrance. Rendham Road is a mess, the verges have been destroyed by vehicles. The reason that the application went to referral was because the PC had said object and the planners had approved. In the plans the Lonely Farm does not appear. A site visit has been requested. There is an enforcement issue at the moment as too many people are living there. Julia is to write a complaint and copy in the PC. Traffic calming for Rendham Road is important. On another subject, how is the new bin system going? Cllr Galloway commented that there had been no food bin collections in East Green. There are also several potholes in East Green, only one area had been fixed. Carlton Road is being used by Sizewell C vehicles and then they head down Clay Hills. There was also a situation of a car being driven by a worker and it was overtaking another road user who was abiding by the 30mph rule.

Julia confirmed that she has spoken with Rachel Tecklenberg and John Matthews about the traffic and the Highways issues.

Cllr Gwynne asked why instead of the areas of laybys all stating Sizewell C vehicles not to park here, can they have a designated area where they could park.

Julia stated that she would be supporting the signage for Town Farm Lane, stating not suitable as a diversion route. It would also be helpful if the road signs were to be cleaned.

The Chair formally opened the meeting at 7.40pm.

12694 To receive apologies for absence – Cllr Stewart

12695 To accept apologies for absence – Accepted.

12696 To record absence without apologies – None

12697 Declarations of Interest – None

12698 To consider any dispensations – None

12699 To consider the Approval of the draft minutes of the Parish Council meeting held on 27th May 2026.

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 Ransome, all in favour with 1 abstention.

11.3 Co-option of a Councillor

An email had been received from Barry Stacey requesting to join the PC.

It was agreed by all Councillors present to accept the application, and the declaration of acceptance of office was duly signed and Cllr Stacey was welcomed to the Council.

12700 Parish Clerk's Report

Policies - There are four policies to adopt at this meeting, and they are the Complaints Procedure, Data Breach Policy, Data Retention Policy, and the Donations Policy. There are currently no changes to these policies. Car Park - Another email has been sent to ESC regarding the cars on the car park. There are now two additional cars, both of which have no MOT or Road Tax. This now takes the number of cars to 5. The response from ESC was of little use, basically even though the cars have no MOT or Road Tax, because the owners state they are not abandoned, they will not remove them. ESC advises us to place a notice on the car windows asking for the owners to contact the PC. I have purchased some sticky pockets to use for this purpose. External Audit - Please note

that the required documents have been submitted to PKF Littlejohn but no report has been received yet. Traffic management - A meeting took place with Cllr Ransome, Rebecca Quigg from Sizewell C Traffic Monitoring and me. It was interesting to hear that the average speed of vehicles on the Main Road has increased. Rebecca is to take this information to SCC Highways and discuss what can be done to improve this. It was suggested that roundels could be painted on the road or village gateways put in place to improve the awareness of the change in speed. There was a Traffic Monitoring webinar organised by Sizewell C which I attended. This looks at numbers of vehicles on various roads from Woodbridge right through to Blythburgh. This slides/presentation should be available to share with you, but I have not received them yet. I submitted an email to Rebecca regarding the signage in Town Farm Lane. When the latest notification of the road closure was received from Richard Knight, I sent an email in return to him about the signage for Town Farm Lane. This has been followed up by another email, which was copied to both of them, the Sizewell C office and Julia Ewart. Coffee Morning - The Rural Coffee Caravan came to the coffee morning on the 3rd June. This is very useful as Annette has a lot of information to share with the community. A resident has informed me that the footpath alongside the recreation ground has become overgrown, I have spoken with Nobby and he will trim it back. Apparently, it was July time he completed this last year. Carlton Meres - A resident recently copied me into an email to Chris Bally (ESC) requesting clarification of the decisions made regarding the road signage and markings. Julia Ewart is aware of this email. Spinney Close - A resident of Spinney Close has contacted me about the undergrowth that is encroaching onto her garden. I have spoken to Nobby and he will be taking a look at this. Local Plan - I attended a webinar on Monday about the proposed new local plan which will cover East Suffolk through to 2045. There is a need to increase the number of houses built by 80%. There is a consultation going on at the moment and we are being encouraged to respond to this. This may be a response as individuals or as a Parish Council. The slides from the webinar are to be available to circulate, and this will include copies of the questions. Some Councils are taking copies of the questions to a Council meeting and agreeing a whole response. Community News - A request has been made to increase the number of pages to 24 for this edition. This is a cost of (?). Currently the budget for the newsletter is £1375 from advertising revenue, and the budget has £2500. At this time we have £1955 in the pot. The invoices for the advertising have now started for this financial year, and we have already had one payment. Correspondence - An email was received from a resident regarding the hedge clippings on the footpath that runs along the Main Road. Having spoken with Nobby he stated that he would look at the area to see if anything needed to be done.

12701 Clerk's Report on urgent decisions

None

12702 Matters arising from the Clerk's report.

Cllr Revell commented that he had written an article for the Community News and added a piece about the car park.

Cllr Ransome reported that on the Government website it states that abandoned vehicles have to be removed. This applies to vehicles that have been stationary for several weeks, are significantly damaged etc.

Cllr Revell suggested that a note is added to the windscreen of the car and this states that if the car is not removed within a given time then this will be removed by another means.

Cllr Galloway commented that one of the vehicles appears to have petrol cans in it.

Cllr Ransome said that a phone to a vehicle scrap company may assist with the next steps to remove the vehicles.

Cllr Revell said that the footpath along Main Road has some debris, ask Nobby to clear this.

A vote was taken on the additional cost of the Community News for this edition and it was agreed to go ahead with the 24 page edition.

ACTION: Clerk to contact vehicle scrap company. Cllr Revell and Cllr Ransome to draft a notice to place on the vehicles which have been left in the car park for a long time.

12703 Matters arising from the Parish Council meeting held on Wednesday 27 May 2026.

10.1 Power Projects – Cllr Galloway reported that the Northern Transport forum meeting is to be held in August. Vehicle movements are still a concern. There appears to be several liveried vehicles

that are contractors, but they do not have markings on stating whom they are working for. The large 4x4 vehicles that they run are filling up car parking spaces and sometimes encroaching on 2 as they are so large. The majority of these vehicles have one person in them.

10.2 20's plenty – Cllr Ransome has submitted another article in the Community News requesting more residents views on the speed limits in the village.

10.3 Benches – Cllr Holden and Cllr Ransome stated that this item is still ongoing.

10.4 Trees – Cllr Buttle has spoken with a tree surgeon about the trees on the recreation ground but no quote has been received.

12704 Parish Council Matters

11.1 To re-adopt the Complaints Policy, the Data Retention Policy, the Data Breach Policy and the Donations Policy.

Cllr Holden proposed that the above policy was re-adopted, this was seconded by Cllr O'Neill and agreed by all.

11.2 Kelsale Village Hall - Cllr Ransome said that the electrical report had been received. Some changes are required to the wiring and quotes for this work are being sought. The Village Hall Chair has completed a lot of the risk assessments that are required. Thank you to Bertie Buttle for his assistance with this. The follow up meeting with the Fire and Rescue is on the 7th July. Cllr Stacey is helping the village hall with the website.

11.3 Co-option of a Councillor – Please see above.

12705 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/26/1800/LBC – 3 Rectory Cottages, Church Lane, Kelsale-cum-Carlton, IP17 2NX

Listed Building Consent – Glass alterations to conservatory. Replacing the glass ceiling panels with an icotherm insulated roof with 3 glass panes and tile effect on the rest.

It was agreed by the full Council to support this application.

DC/26/2176/FUL – Touchwood, Main Road, Kelsale-cum-Carlton, IP17 2NS

Single storey rear extension.

It was agreed by the full Council to support this application.

DC/26/2198/TCA – Cordwood, Church Lane, Kelsale-cum-Carlton, IP17 2NZ

1no. Unknown species (red X on plan) – Fell

There is no map on the application. Clerk to send a request for the map and to circulate when available.

Notifications

12706 Financial Matters

13.1 Financial Statement since the May meeting. See Updated Finance Report of 24th June 2026.

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

13.2 To approve and sign the bank statements: The Bank Statement to 31st May 2026 plus financial reconciliations were presented to the Council and signed by the Chair.

12707 To Receive Reports from Portfolio Holders and Liaison Representatives

D1: Quarterly Newsletter

Cllr Galloway reported that the Community News is to be printed next week.

Cllr Galloway had received an email from a resident stating that the traffic in North Green was no better. The temporary footpath closure is continuing. The footpath is not kept clear and is difficult to walk. Could the PC speak with the landowner? It was suggested that this is reported to the Rights of Way team. At the East Green railway crossing people do not phone before crossing, as it is requested to do.

Cllr Revell said that this should be monitored using cameras on the railway crossing.

A4: KADWAG Group Representative

Cllr Gwynne reported that the Chair of the group seems overstretched at the moment. Some of the Himalayan Balsam has been removed by a team of members. There was a film about climate change which was very interesting. KADWAG held an event showing this film which was well attended.

Cllr Buttle thanked Cllr Gwynne for organizing the Crafty Picnic.

Cllr Gwynne thanked everyone for their support.

Cllr O'Neill suggested that a small committee supports Cllr Gwynne with organizing next year.

Cllr Buttle commented that some big banners rather than posters may be better for advertising. It may also be better to remove the football nets.

Cllr Gwynne said the whole event was free. Next year there will be larger banners. Would Cllr Ransome like to be Chief of Games.

Cllr O'Neill said that he would volunteer to lead the Neighbourhood Watch. Kelsale Social Club circulated a leaflet with events that are to be held in the club advertised on it. Could this not share other local events on it. This is delivered independently. It could also be placed in the Community News as an article.

Cllr Buttle said that the cost of this would need to be considered.

Cllr O'Neill thought the cost of this would be very small.

12708 Items for consideration for Inclusion on the next agenda

As appears in the minutes, Neighbourhood Watch.

12709 Correspondence

12710 To consider excluding the public and press.

No considerations were necessary.

12711 Excluded items

There were none.

12712 Date of the next meeting

The next Parish Council Meeting is to be held on the 29th July 2026

The Chair closed the meeting at 8.39pm.

Signed: Chairman Dated: