

Kelsale-cum-Carlton Parish Council
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**MINUTES OF THE MEETING HELD ON
WEDNESDAY 29th JULY 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 Barry Stacey	Cllr Helen Reynolds
Cllr John West	Cllr Mark Stewart

In attendance: 6 members of the public and the Clerk, Marie Backhouse

Welcome by the Chair.

12713 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.

MofP1 reported that they are a resident of Kelsale and have been for many years. They wished to comment about the traffic on the Main Road.

Cllr Revell commented that the PC is aware of the issue of speeding. The PC is looking at ways to reduce the speed. Changing this speed limit to 30mph is a nightmare. It really should be a complete area of 30mph.

MofP2 stated that there is no speed camera in that 40mph area.

Cllr Revell said that speed monitoring is needed. The enforcement camera could be asked to assist.

Cllr West arrived at 7.07pm.

MofP1 reported that something also needs to be done to the roadway, the large lorries bounce on the road which makes her property shake.

Cllr Revell stated that the PC would take this forward.

Julia Ewart reported that she has been working with Charles Harrison, Highways Engineer, to try to identify issues and fix them. The PC has been working with Sizewell C to identify issues. There are lots of issues around this area, with speeding. Julia sits on the NSIP committee, the area is under threat from the big projects. The DCO has funding in it for traffic management and the Highways Cllr is looking at this carefully. The committee will be coming out to visit the villages and to look at the issues that are causing concern. The work needed is very expensive for the village to deal with. There is a need to regulate the traffic speeds.

Presentation from the Church Representatives.

The Church had a fall of masonry from the upper level of Chancel Arch and in December 2025 a protective screen was erected. In January 2026 there was scaffolding erected to allow a closer inspection of the West side of the Chancel Arch. March saw a cherry picker being used to inspect the internal and external of the Nave roof and the Chancel Arch. In April there was a full report given on the state of the fabric of the Church. May saw an inspection of the windows followed by an asbestos survey in June. The Church has been reported by the Historic England as being on the 'Heritage at Risk' register. They will be applying for funding from the Heritage Lottery Fund. The Church is currently

locked to members of the public, although some services took place around Easter. The toilet and kitchenette project is ongoing. They are trying to wrap all the projects together. The Church will not be back to full capacity until work is done. All the safety advice will be followed. Currently the South Aisle is being used for services. The Church is a very important part of the community and is well supported by the village. There have been some complaints about the state of the cemetery and there is to be a working party on Tuesday morning at 10am if anyone is free to assist with some of the clearing. Some fundraising has already taken place for the toilet and kitchenette, for materials and for the bell fund. It has been agreed by the Charity Commission that some of this funding may be used for the Church fabric. Sizewell c community fund may assist with the cost, but it could be as much as £1,000,000.

Cllr Galloway asked if the asbestos survey identified any in the Church.

There was one piece on top of the boiler in the basement. This can be cleared easily.

Cllr Galloway asked where the best place for the Remembrance Service would be this year.

It was suggested that a negotiation takes place with Saxmundham and it is held there this year, which may be better. It may be Nov 2027 before the Kelsale Church is available.

Cllr Galloway wondered whether Carlton Church could be used.

It was felt that this Church is not suitable, it may be quite dark, and there is not enough space. Thank you for all the support you have given the Church.

Cllr Revell thanked the representatives for attending the meeting and for all the work that they undertake.

Cllr Galloway asked how many copies of the Community News the Church would like to have.

It was suggested that the Church has 20/30 copies, although at the moment the Church is closed to visitors.

5 members of the public left at 7.28pm.

12714 Reports

Report by County Councillor & District Councillor Julia Ewart

Julia Ewart submitted a written report and summarised some of the points. Julia reported that we are now in week 9 of the bin issues, and she has been challenging how this is working. All of the workers are doing the bins, and the bin people are very vulnerable at the moment. The crews have changed and have been sent to areas that they do not know. They are given a route by AI and the map is not clear. The capacity is beyond what they can do at 1,100 – 1,400 collections, they are now expected to do 2,500. They are not achieving the work at all. They are having to go to empty the vehicles at Foxhall, then return to collections, all of which takes time. The food trucks have 3 people in them. The time and motion of the workers have not been looked at. There has also been issues in recruiting staff. She is working with Unison to support the bin men. The data on how efficient the collections have been produced at 5.15pm, the lorries return at 4.45pm, there is no way that the data can be collated in that short time. 43,000 people did not have the bin collections. The customer service desk has been inundated with people reporting the non-collection of bins.

At the full ESC meeting there was a mention of £500,000 being used to remove the rocks from Thorpeness and to place them in storage. No mention of additional funding for bins.

Cllr Stacey commented that someone should be responsible for these decisions taken.

Julia commented that it is a resident facing development, but what can't we see? It has been suggested that Free Flow should be asked to come and clear all the loose sand from the drains, as due to the dry weather the sand has filled up the drains which will cause an issue when it rains. The village has £430 from Julia's locality budget which could be used towards this. On the 11th September, members of the NSIP Committee are to attend the area. The new Local Plan consultation closed today, a summary has been submitted for this which includes the Village Hall and a pavilion on the recreation ground, also she has placed an outdoor pool on the Saxmundham park. These at the moment are just ideas, but with the weather the way it is, this could become a possibility. Sea Link could provide the electricity to heat the pool. Carlton Meres, there should be a referendum regarding the latest suggestion of some of the lodges being used by Sizewell C. She is currently putting together a paper to support the local residents who will be affected by this.

1 member of the public left at 7.50pm.

Cllr Revell thanked Cllr Stacey for writing a response to the proposal at Saxmundham for 800+ houses. The position regarding the Health Centres is a concern, although it will come but resident may have to fight for it.

Julia commented that the proposed piece of land above the railway on the edge of Saxmundham appears in the local plan. The applicant has not given enough detail in his plans. The Benhall treatment plant is too small. Network Rail has not been consulted. The west side of the A12 piece of land is proposed to have a hotel, petrol station, and 3 takeaways. The small piece of land first mentioned was legal, but not the proposed larger area. She has written extensively about this proposal, and having got behind this issue 8 weeks ago has prevented it just being approved.

Cllr Stacey stated that it is probable that this application will go to planning year after year.

Cllr Revell reported that the commercial plot is where the money is more than housing.

Thank you Julia for all your support.

Julia Ewart left at 8pm.

The Chair formally opened the meeting at 8.00pm.

12715 To receive apologies for absence – Cllr Buttle, Cllr Ransome, Cllr Gwynne.

12716 To accept apologies for absence – Accepted.

12717 To record absence without apologies – None

12718 Declarations of Interest – None

12719 To consider any dispensations – None

12720 To consider the Approval of the draft minutes of the Parish Council meeting held on 24th June 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 Holden, all in favour with 1 abstention.

12721 Parish Clerk's Report

Policies - There are three policies to re-adopt at this meeting, and they are the Subject Access Request Policy, Subject Access Request Procedure and the Subject Access Request Form. There are currently no changes to these policies. There is one new policy which is the General Reserve Policy which was recommended by the internal auditor on their report. Car Park - The cars that have been sitting on the car park for a considerable time, are still there! When some wording has been agreed a notice will be placed on the cars requesting that they contact the Clerk. An email was sent to Simon to see if he had a suggestion of suitable wording for the notice. The clothing bank has been reported again due to the amount of bags left beside it. A resident has enquired as to whether the bottle/glass bank and the clothing bank are still required. A letter of thanks has been received from EAAA stating that over £8,000 has been raised from the clothing banks. A request was also sent to East Suffolk Council as there was some fly tipping beside the clothing bank and those items would not be collected by the clothing bank team. External Audit - The report has been received and there was one comment, the incorrect box had been ticked when completing the AGAR form, it related to the Council having a Trust and whether the finances of the Trust were not included in the report. I ticked the NA box, and it should have been the YES box as our accounts exclude any finances from a trust. Traffic management - A chasing email has been sent to Rebecca Quigg requesting the traffic management information for the Main Road and Clay Hills Road. Coffee Morning - VanESSA, which is the East Suffolk Rural Mobile Food and Advice Hub, is hopefully visiting the area. Following on from a recommendation I suggested that they attend a coffee morning, or after school in Beaumont Cottages area. This is to assist families or individuals in need of some assistance with food poverty etc. Carlton Meres - An email has been received from Sizewell C notifying the PC of the intention to use part of Carlton Meres as a temporary area of accommodation for the workers. Advice is being sought from ESC regarding a temporary change of use, for up to 10 years. Correspondence - An email has been received from the MP Jenny Riddell-Carpenter regarding 'Better buses for Suffolk Coastal', this was circulated to all. Webinars - I have attended a couple of webinars. The first was related to the new Annual Governance &

Accountability Return, which is going to be digital from 2026-27 financial year. This is not compulsory but is preferred. The problem is that although the form may be completed online, it will still need to be printed off as they require a wet signature from the Chair! There will also be changes to some of the questions that are asked. The second webinar was about Lion Link and the changes to the proposals. This was very difficult to listen to as there was an awful echo, which made it hard to understand. There are changes to the landfall site at Walberswick, it will be further away from the village. There is exploratory work being undertaken on Benhall Bridge, this is to confirm whether there is an upgrade required. Most of the sited works are to be moved slightly south. They are removing the full build of Kiln Lane substation and replacing this with an extension on the side of the existing building. It is expected that this will take 18 months to build. If there is a copy of the presentation sent out, I will circulate this to you all. Trees - I was approached by the tree warden at the coffee morning who asked if there was any progress with removing the two dead trees on the recreation ground. Nobby has been to look at the garden of a resident of Spinney Close who reported some overhanging foliage in her garden. Nobby reported that there are a couple of trees that need to be cut back, this is not something that he can do. An email was sent to John and Claire to see if they could possibly take a look and give some feedback. Sizewell C Community Fund - Having submitted the review form for the funding that was received for the utility connection, a response has been given that requires more information. A member of the team is to meet with me on the 5th August. She has also offered to attend the Bonfire Event and count the number of attendees. Advertising Revenue – There are two outstanding invoices which have been chased, this is £225. Councillor addresses – There has been an email relating to the “Register of Interests” which stated that Councillors no longer need to have their personal addresses on them. If anyone wish to have their addresses removed, please let me know. The addresses also appear on the sheet in the noticeboards and on the website, these could also be removed if you wished. Annual Leave - Please note that the Clerk will be on Annual Leave from the 8th August to the 15th August inclusive.

12722 Clerk’s Report on urgent decisions

None

12723 Matters arising from the Clerk’s report.

During discussion around the car park concerns it states that we are not permitted to charge for the car parking. It was reported that one of the cars will be moved soon. A suggestion of a large A3 size poster, laminated and stuck on the cars was discussed, this could state that the owner needs to contact the Parish Council. People then using the car park would park in front of those cars, should the car park be full. It is important to support the clothing bank, as it does generate funding. Carlton Meres – there are already Sizewell C workers on site. Traffic is an issue, it should be a holiday park, more suitable accommodation should be sought for the workers. The Remembrance Service has to be at St Johns. Trees – Cllr West is to speak with a tree warden regarding the trees on the recreation ground and those in Spinney Pocket. If the job is a simple fix then Cllr West would sort this. Community fund - a copy of the census from 2021 has been submitted to the Clerk, this shows the structure of the residents.

ACTION: Remove the Councillors addresses from the public domain.

12724 Matters arising from the Parish Council meeting held on Wednesday 24 June 2026.

10.1 Power Projects – Cllr Galloway reported that the Northern Transport forum is coming up on the 5th August. Cllr Stacey agreed to attend this meeting with Cllr Galloway and, in the future, would be willing to speak on behalf of the PC. The local MP is very aware of the various power projects. Cllr Galloway attended the first Sizewell C meeting in 2011.

Cllr Galloway stated that the new water piping is coming through Kelsale. This is water needed for Sizewell.

The Clerk asked Essex & Suffolk Water for a presentation at one of the PC meetings, to share the proposed details of the route of the pipeline, and what impact this will have on the area.

10.2 20’s plenty – Cllr Revell reported that after a second article had been placed in the Community News. The data from Sizewell C surveys need to be analysed.

Cllr Stacey said that the main issue with the traffic management is enforcement.

Cllr Revell stated that the PC was showing the community what was available for the village.

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

10.4 Trees – This item was mentioned under 12723.

12725 Parish Council Matters

11.1 To re-adopt the Subject Access Request Form, Subject Access Policy, and the Subject Access Procedure. To adopt the General Reserves 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 O'Neill reported that there is to be a Harvest Event held on the 17th October. The key is to co-ordinate efforts with all the village. There has been the suggestion of a Community Open Day at the end of June next year, and invited to this would be the School, the Club, the Church etc. It could assist with the launch of some of the community groups.

Cllr Galloway said that it has been suggested that there is a page in the Community News where local events could be advertised.

Cllr O'Neill stated that he would be willing to put some ideas together.

Cllr Revell said that there needs to be a reason for an event, this would encourage people to attend.

The Clerk suggested Suffolk Day which is held on the 21st June.

Cllr Revell said that he would formally like to thank Mary Clarke, Bertie Buttle and Simon Ransome for all the hard work regarding the recent Fire & Rescue inspection.

11.3 Spinney Pocket – This item was mentioned under 12723.

11.4 Neighbourhood Watch – Cllr O'Neill volunteered to co-ordinate the Neighbourhood Watch. The group will receive 4 free signs to erect around the village. Additional signs can be purchased at £16 each. It was agreed to erect the free signs.

12726 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/26/2399/VOC – Town Farm, Town Farm Lane, Kelsale-cum-Carlton, IP17 2RJ

Variation of Conditions Nos 11 and 12 of DC/25/4730/FUL – Change of use of land to B8 (storage), to enable expansion of existing B8 premises approved under DC/23/1966/FUL – operational hours.

It was agreed by the majority of the Council to have no objection to this application. 6 votes for no objection and 1 abstention.

DC/26/2299/FUL – 3 – 4 Oak Cottage, Dorley's corner Kelsale-cum-Carlton, IP17 2QZ

Rebuild of side single storey extension including 0.5m enlargement to front and replacement Treatment Plant.

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

Notifications

12727 Financial Matters

13.1 Financial Statement since the June meeting. See Updated Finance Report of 22nd June 2026.

Cllr Holden 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 30th June 2026 plus financial reconciliations were presented to the Council and signed by the Chair.

13.3 To note the summary report for the 1st Quarter of the financial year 2026-27.

Cllr Revell commented that the amount in the pot for Spinney Pocket may be insufficient. There were visions to keep it well maintained but nothing has happened for several years. Funding for this area needs to be considered. It would be good to plant some bulbs in it.

13.4 External Audit – Cllr Revell said that the comment about the incorrect box being ticked regarding trust funding being included within the accounts, has been noted by the full Council.

12728 To Receive Reports from Portfolio Holders and Liaison Representatives

D1: Quarterly Newsletter

Cllr Galloway reported that the income from the newsletter continues to grow. More companies are advertising.

Cllr Stewart asked if the newsletter is good value for money, are people reading it, we are becoming a digital world. Should the question be asked of the community.

Cllr Galloway said that the editor is keen to work with the school to get young people involved.

ACTION: To place on the next agenda. Clerk to collate the cost and income from the Community News to share with the Councillors.

Cllr Stacey said that he has reported about 6 road signs as being damaged or overgrown, he will continue to walk around the village and report others.

C1: Bonfire Party Team

Cllr Revell reported that the first Bonfire meeting will take place on the 10th August.

12729 Items for consideration for Inclusion on the next agenda

As appears in the minutes, Community News, Car Park, Speeding.

12730 Correspondence

Resident – removal of clothing bank and glass banks – Cllr Revell reported that these banks are well used by residents. It is important for any fly tipping to be reported straight away. It was agreed that the banks should remain.

Carlton Meres – use of accommodation for Sizewell C – It was agreed by the full Council that Carlton Meres was not designed for workers accommodation. This area is for holiday makers. The amount of traffic created would be vast, and this would affect the residents living nearby.

12731 To consider excluding the public and press.

No considerations were necessary.

12732 Excluded items

There were none.

12733 Date of the next meeting

The next Parish Council Meeting is to be held on the 26th August 2026

The Chair closed the meeting at 8.39pm.

Signed: Chairman Dated: