Kelsale-cum-Carlton Parish Council

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MINUTES OF THE MEETING HELD ON
WEDNESDAY 26th AUGUST 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 Laura Gwynne	Cllr Helen Reynolds
Cllr Simon Ransome	

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

Welcome by the Chair.

12734 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

12735 Reports

Report by County Councillor & District Councillor Julia Ewart

Julia Ewart commented that a written report will follow. Bins – there is a new person joined ESC to assist with the bin problems, but as yet there is no change, many people are not getting the correct collections. The data given states that 99% of the bin collections is taking place, but it is not. The cost of all this is great. A letter has been sent to the CEO to try and get it sorted. Westleton – there was a wash up session held at the village hall. There is to be a training session on the 1st October to aid people with emergency plans and preparedness. Free flow – this company should be contacted to come and clear the drains in Bridge Street where flooding may occur. Julia will provide funding for this. Is the community match ready for another emergency. There needs to be a stronger communication connection. It may also be the time to look at the Emergency Plan. Northern Transport Forum – Julia attended this meeting. Cllr Hudsen understands the stress that the community is having due to the road works. Money is needed from Sizewell C to support this. The Saxmundham to Leiston road – there was not enough information given to the residents. The NSIP team does not know about this. 20's plenty will go into a programme of works. There is to be an NSIP event held at Benhall this is to provide other local County Councillors information on what they are to expect from Sea Link etc. The event will take the Cllrs on a bus tour of the area, then they will return to Benhall where Town and Parish Councils will meet with them. Highways – there is discussion around a school crossing in Carlton Road. Who owns the area of green near Beaumont Cottages? This area could be set aside for parking. Carlton Meres is being ambushed by Sizewell C. There is to be accommodation for 2,400 people at a caravan park in Middleton. More caravans are to be placed at Pakefield. Not enough information has been given to the residents around Carlton Meres. How does all this impact the village. It is anticipated the impact will last 15 years, could Rendham Road be closed to traffic for 15 years to protect the residents? There is already a bus route in place that includes Carlton Meres. There is a plan being put in place for Sizewell C accommodation using caravans and this is to run from 2026-2040. There will be caravan places to house 8,000 people in the surrounding areas.

Cllr Galloway commented that the Carlton Meres numbers dwarf the village. It was agreed that

the campus would provide a health care system, is this where the employees who may live at Carlton Meres will go to. The residents of Carlton Meres do not pay Council Tax.
Julia added that another consideration should be the water and waste, will the system cope? All the proposed takeaway outlets on the opposite side of the A12 is to feed the employees.
Cllr Revell said that should be no more caravans at Carlton Meres.
Julia reported that there are currently 483 caravans at the Carlton Meres site. There are not enough facilities. Sizewell C currently has 25 buses. Carlton Meres is no longer a holiday site, it is an accommodation village for the workers.
Cllr Gwynne asked where can the workers be housed?
Julia felt that more discussion is required about the housing issues.
Cllr Galloway reported that when the DCO was published it was estimated that there would be 5,700 workers.
ACTION: Add to the next agenda the call out of Free Flow.

The Chair formally opened the meeting at 7.33pm.

12736 To receive apologies for absence – Cllr Buttle, Cllr Stacey, Cllr Stewart, Cllr West.
The full Council wished to pass on their condolences to Cllr Buttle.
12737 To accept apologies for absence – Accepted.
12738 To record absence without apologies – None
12739 Declarations of Interest – None
12740 To consider any dispensations – None

12741 To consider the Approval of the draft minutes of the Parish Council meeting held on 29th July 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 Reynolds, all in favour with 1 abstention.

12742 Parish Clerk's Report
Policies -There is one policy to re-adopt at this meeting, and that is the Data Protection Statement.
Car Park - I have spent some time with Mary discussing the options for notices on the cars that remain in the car park. It has been suggested that there is a laminated A3 poster taped on the cars.
Community News - As mentioned at the last PC meeting, I was asked to obtain the income and expenditure information relating to the printing of the Community News. Income – this is from regular advertising (providing they wish to continue) - £1375.Budget – this year the PC agreed to place £2500 in the budget for the cost of the Community News. Costs – so far this year financial year we have paid £620 for April, and £719 for July, total £1339. If we continue with the larger editions the total for the year would be £2777. Traffic management - An email has been received from Rebecca Quigg regarding the traffic report from Sizewell C, this was circulated to all. The average speed is a squeak below 30mph (which is of course the speed limit) but it is 85%, which means "85% of people are doing this speed or less", and this evidence is used by the Police and SCC to look at whether there's a speeding concern, it is a little higher than would be expected. It was felt that monitoring point is very close to the start of the 30mph zone, and that visibility of the present roundels was quite low. Rebecca stated that she would ask SCC if they could ask their vegetation clearance team to go and have a look at clearing them. It was felt that may be something as simple as making the signs a bit clearer would ease a speeding issue there quite effectively. The other thing that was suggested was to move the monitoring point up the road a bit. It would still get the same traffic data so the same counts would take place, but it might get a better picture of speeds of vehicles on the Main Road. A reply was sent to Rebecca stating that the PC would be happy for these changes to take place, but no further update has been given. An email was sent to Charles Harrison, Highways Engineer, asking for a quote to place speed survey equipment at the end of the B1121 where the speed limit is currently 40mph. This would provide the evidence that there is speeding in the area where the residents are suffering from HGV's bouncing over the highways causing distress. Sizewell C Community Fund - A meeting was held with the representative from the funding team on the 19th August. Cllr Galloway attended the meeting also. It

was agreed that the form would be sent to the Clerk as a word document so that information could be added by not only the Clerk. Bonfire Event - The TENS licence has been applied for, the insurance company has been contacted, the First Aid is confirmed, Suffolk Fire & Rescue has been emailed, as has the local Police officer. Having read through the insurance schedule, it appears that the cover is already in place for the event. I completed the additional documents as requested and then queried it with CAS, and it has been confirmed that the event is covered. Recreation Ground - The annual inspection has taken place of the play equipment. The reports for both Bridge Street and Carlton Road have been shared with Alan, Rob and Claire. Annual Leave - Please note that there is a Bank Holiday on the 31st August.

12743 Clerk's Report on urgent decisions

None

12744 Matters arising from the Clerk's report.

Cllr Ransome suggested that the Clerk should send a reminder to Mary Clark about the wording for the posters to be placed on the cars.
Cllr Revell commented that the advertising in the Community News covers 50% of the printing costs, the PC covers the rest. Maybe more advertisers could be found.
Cllr Galloway said that too many adverts in the newsletter may put people off from reading it. The cost advertising could be increased.
Cllr Revell said that 50% of the costs being covered is very good. The newsletter is excellent.
Cllr Galloway reported that it is hoped that the back page will be covered with local events. The summer edition was very large.
It was agreed by all present to allow 50 extra copies of the Community News, these would be for the Church and they would pay the cost.
ACTION: Email Mary Clark re posters for the cars in the car park.

Cllr Gwynne reported a concern about the railway crossing in East Green, you cannot see the trains coming. This can be dangerous.
Cllr Galloway commented that you are unable to hear the trains as they have changed the tracks to make them quieter.
Cllr Reynolds suggested that the phone is used when you need to cross.
Cllr Gwynne is to write an article for the Community News regarding the crossing.

Cllr Galloway commented that the meeting with the Sizewell C funding representative was useful. The review forms require more information and statements from users of the recreation ground, how the utilities make the hiring of the recreation ground better.
ACTION: Send an email to Hogs & Ale to see if they have any idea of the number of burgers that they sold last year.

Cllr Revell reported that one meeting had taken place regarding the bonfire, with a second meeting planned for the 14th September.

Cllr Holden commented that he had briefly looked at the report regarding the recreation ground equipment, and most of the report states that the requirement to make improvements is low or very low.

12745 Matters arising from the Parish Council meeting held on Wednesday 29 July 2026.

10.1 Power Projects – Cllr Galloway reported that she had attended the Norther Transport Forum. She specifically mentioned the issues on the A12 to Yoxford. Work is slowly happening there. Fordley Road is covered with litter, drinks cartons etc, this may attract fly tipping.
Cllr Revell said it is important to monitor the litter in the roads. Culturally, people leave rubbish laying about.
Cllr Ransome reported that he had found an old tent which had saucepans etc in, which had been dumped beside the grit bin. He removed it.
Cllr Galloway also noted a camera on Lowes Hill.

10.2 20's plenty – Cllr Ransome reported that there had been a poor response from the residents to this proposal.
It was agreed by all to remove this item from the agenda.
10.3 Benches – Cllr Holden and Cllr Ransome stated that this item is still ongoing.
10.4 Trees – ACTION: Clerk to email John West regarding the trees in Spinney Pocket.

12746 Parish Council Matters

11.1 To re-adopt the Data Protection Statement.
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 reported that they need an electrician, someone local to assist the Village Hall. The committee are hoping to complete a Sizewell C funding form to assist with the lift costs. The forecourt plans are ok. The area near the wall is damp. SCC will only be tarmacked, they are not keen on planters or block paving.
Cllr Revell said that the area near the village hall could be blocked paved.
Julia said that the block paving could be added to the funding form, as this could be an accessibility issue if the area is uneven, and there is a disabled parking space on the forecourt.
It was agreed to continue with the forecourt project, subject to the funding still being available from SCC of £6000 as promised from Richard Smith.
11.3 Community News – This item was mentioned under 12744.
11.4 Bonfire & Firework Event – Cllr Revell reported that the first meeting has taken place. There are a couple of people who are unavailable this year who, in the past, have been a big part of the team. There is no electrician this year, but there may be someone else available to take on that role. Hogs & Ale and Chris Bayfield have confirmed. There is a need for more volunteers. The next meeting is on the 14th September.

12747 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:

AP/26/0049/REFUSE – Land & Buildings at North Green Farm, North Green, Kelsale-cum-Carlton
Appeal against the decision of ESC to refuse planning permission for the construction of 1no. single-storey self-build dwelling.
It was agreed by the Council to have no further comments on this application.

Notifications

12748 Financial Matters

13.1 Financial Statement since the July meeting. See Updated Finance Report of 19th August 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 July 2026 plus financial reconciliations were presented to the Council and signed by the Chair.

12749 To Receive Reports from Portfolio Holders and Liaison Representatives

E1: Kelsale And District Wildlife Action Group (KADWAG

Cllr Gwynne reported that KADWAG are busy moving seeds from local meadows to the Fromus Reserve. She remains a member of the Committee but not the secretary. There has been a lot of bashing of the Himalayan Balsam. The Four Rivers project is continuing with lots of water testing taking place.

Cllr Julia Ewart left the meeting at 8.35pm.

A2 & A3: Community, Energy & Health

Cllr Reynolds reported that there is a PPG meeting on the 9th September. Many emails have been sent to the School, but there has been no reply.

Cllr O'Neill reported that the Social Club leaflet is going as an insert in the next edition of the Community News. Neighbourhood Watch – they wish for as many people as possible to join as members, there will be an article about this in the Community News. You can join online. Does the PC wish to purchase any more Neighbourhood Watch signs, as 4 were given and any additional ones are £16 each. It is hoped that there will be an open weekend next year, which would involve the whole of the village. This may be around the 21st June. Cllr O'Neill will gather together some more information regarding this.

Cllr Ransome stated that the idea of parking near the school is not great as it will turn the grassed area into mud. Residents are concerned about parking.
Cllr Galloway said that the area is especially bad at drop off and pick up time. Initiatives for this problem should come from the school. The parking changes have been tried before.
Cllr Reynolds commented that Yr 5 & 6 like to get to and from school on their own.

B7: Trees and Green Spaces
Cllr Holden reported that the bench in the children's play area needs to be replaced. He will obtain some quotes to replace it.

12750 Items for consideration for Inclusion on the next agenda
As appears in the minutes, Car park

12751 Correspondence

12752 To consider excluding the public and press.
No considerations were necessary.

12753 Excluded items
There were none.

12754 Date of the next meeting
The next Parish Council Meeting is to be held on the 30th September 2026

The Chair closed the meeting at 8.57pm.

Signed: ..... Chairman Dated: .....