



Minutes of the Extraordinary Meeting of Kettleburgh Parish Council held in the Village Hall on Tuesday 18th June 2024 at 19.00

The following business was transacted:

1. Welcome by the Chairman K2024072

The meeting started at 19.00. Councillor E Jardine (EJ) Chairman welcomed everyone present and reminded them that the meeting was not being recorded by the Parish Council, but members of public should be aware that others may be doing so.

2. Apologies for absence K2024073

Present: Councillor E Jardine (EJ) Chairman, Councillor P Garland (PG), Councillor J Mealing (JM) and Councillor R Booth (RB). Councillor L Clark (LC) had notified the Clerk she had been delayed and joined the meeting at Agenda Item 6.2

Mrs Sonia Frost, Clerk and RFO

One Member of Public

Apologies: Councillor D Thomas (DT) had sent apologies explaining she had a family matter and unable to attend. Council accepted the apologies.

3. Declarations of Interest K2024074

None.

4. To consider requests for dispensations K2024075

None.

5. Public participation session K2024076

One member of the public was present, who was also also the applicant for the proposal DC/24/1837/FUL They provided background information supporting the proposal, which Council found helpful.

6. Planning Consultations - to consider two applications and agree a response:

6.1. Reference: DC/24/2038/FUL

Proposal: Construction of a single storey rear extension for use as a disabled bedroom

Site address: 3 Barrel Cottages, The Street, Kettleburgh, Suffolk

Consultation letter expiry date: 1 July 2024. [Link to the application](#)

Council considered the proposal and unanimously agreed that it supported the application. Council had been made aware of the sensitive urgent nature of the build and asked that the East Suffolk Planning Team took this in to account, assuming that no policy objection or harms were identified.

The Clerk was asked to respond to the East Suffolk Planning Team accordingly.

Clerk

6.2 Reference: DC/24/1837/FUL K2024077

Proposal: Conversion of two redundant silos to create a 2 bedroom dwelling

Site address: Rookery Farm, Framlingham Road, Kettleburgh, Suffolk

Consultation letter expiry date: 4 July 2024. [Link to the application](#)



Council considered the application DC/24/1837/FUL and resolved that it **had no objection**, but expressed the following concerns:

- Noted that there had not been any communication from the applicant prior to the consultation
- Proposal was outside the Village Settlement Area
- Concern that it had potential to become a cluster of housing and creeping development

The Clerk was asked to respond to east Suffolk Planning Team accordingly

7. Finance: to consider and where necessary approve:

K2024078

7.1 Payments for authorisation following WW2 D-Day 80 and associated events

K2024079

No payment invoices were available for approval and were to be presented to the 10th of July Ordinary meeting.

A collection had been made on the evening of the WW2 D-Day 80 commemoration, in accordance with the recommendation of the National Organisers of the event. The total collected was £95.00 to be shared equally between the following:

- The Royal Navy Association
- ABF The Soldiers Charity
- RAF Benevolent Fund
- The merchant Navy Association
- The Normandy Memorial Trust

Council asked the Clerk to make the donations accordingly

Clerk

7.2 Receipt of East Suffolk Council Grant regarding WW2 D-Day 80

Grant funding of £400.00 had been received from the East Suffolk Council Enabling Fund on behalf of District Councillors, Vince Langdon Morris (Green Party) and Owen Grey (Liberal Democrats)) in support of the WW2 D-Day 80 commemoration.

The Parish Council resolved to accept the Grant Funding. It also expressed its gratitude for the Grant, as it had helped to make the evening a very significant and thought-provoking event. A full report on the event was to be received at the 10th July Ordinary meeting. Council recorded its thanks to both District Councillors, whose continued support for Kettleburgh was appreciated.

7.3 Receipt of Suffolk County Council Grant Speed Data Recording

Grant Funding of £410.00 had been received from Councillor Elaine Bryce. The grant had been made in respect of the Speed black data recording box. The Box had been deployed in March 2024 and provided important data informing the speeding awareness project. Council had expected the grant to cover two sites of measurements, but the eventual cost of £450.00 per site allowed only one. There was a shortfall of £40.00 and Council resolved to meet this amount

Council resolved to accept the grant and wished to record its gratitude to Councillor Elaine Bryce for her support in this project, but also over the recent years in many aspects of Parish Council projects in Kettleburgh.



7.4 Amendment of Notice of Public Rights and Publication of Annual Governance & Accountability Return (Exempt Authority) to Mon June 17th to Friday 26th July 2024

Council noted the amendment and resolved to approve it.

The Clerk confirmed that the correct dates had been added to the Noticeboard and the Website.

8. Items for the next Agenda

K2024080

East Suffolk Gun Club Ltd had informed the Clerk that it had made a collection in respect of the Kettleburgh Parish Council Community Defibrillator and was donating £444.05 towards the procurement of a new device.

The Clerk had informally expressed the appreciation of the Parish Council for the very generous donation but would formally respond to the East Suffolk Gun Club.

Council resolved to accept the donation

9. Next meeting dates

K2024081

Ordinary Meetings were to be held on Wednesdays; 10th July ,18th September, 9th October, 6th November and 11th December 2024.

10. Close of meeting

K2024082

The Chairman Councillor EJ Chairman closed the meeting at 20.45hrs

Chairman's signature to indicate Council approval: