

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 19 SEPTEMBER 2006
LIBRARY, ARMS LANE, KEDINGTON**

Present: Mrs Susan Berridge
Mrs Gloria Double
Mr Alan Barney
Mr John Cahill – Vice Chair
Mr Peter Donoghue
Mr John Pelling
Mr Peter Rowsell

In the absence of the Chairman, Mr Cahill chaired the meeting.

Ms Marion Farrant (Clerk)

In attendance: Mr F Phillips (Press); Mr S Jarvis (Wildlife Group); Miss G Collier, Mr S Covington, Mr M Edwards, Mr R Elliott (Parishioners – Item 13.4);

	ACTION
<p>1 Parishioners' Question Time and to acknowledge agenda items of interest to members of the public present:</p> <p>Mr Jarvis asked if Nigel Turnbull (Arboricultural Officer – St Edmundsbury Borough Council) would be joining the meeting to answer questions about Risbridge Meadow. The Chairman explained that Nigel Turnbull had been invited to the meeting, but had declined to attend; he said this item would be covered under Agenda Item 12.4.</p> <p>Miss Collier and Messrs Covington, Edwards and Elliott said they were attending the meeting in respect of the Planning Application for the new houses in Mill Road. The Chairman explained that this would be covered under Agenda Item 13.4, and that at this point he would seek permission from Councillors to close the meeting, in order that they could put forward concerns on this matter.</p> <p>Cllr Berridge asked for it to be noted under Item 1 that, at this time of year, when the Library re-opens in "hours of darkness", volunteers are needed to support the Library Manager while she is lone working. Cllr Berridge and Cllr Pelling have supported the Library Manager over the past two winters, but more volunteers are needed. Anyone interested should leave his or her details at the Library.</p> <p>Open Meeting</p>	
<p>2 Welcome and apologies: Apologies were accepted from Mr Terry Wheeler (holiday); Mr Peter Byron (health) and Borough Councillor, Mrs Marion Rushbrook.</p>	
<p>3 Minutes of last meeting</p> <p>The Chairman read through the minutes of the meeting KPC 112-03 held on 18 July 2006. These were agreed as a true record. Proposed: Cllr Double; Seconded: Cllr Pelling.</p> <p>The Chairman read through the minutes of the meeting KPC 112-04 held on 15 August 2006. Cllr Berridge asked for an amendment on Page 2, paragraph 7, to read: "Cllr Berridge stated, that, given an amount was agreed at earlier Parish Council meetings for the building of the shelter,.....". "Proposed: Cllr Donoghue; Seconded: Cllr Double.</p>	

4 Vote on Finance Committee proposal to accept new Clerk after completion of Probationary Period with Parish Council:

Unanimous vote to accept Finance Committee proposal.

5 To accept members' Declaration of Interests on agenda items:

None.

Cllr Berridge questioned whether she should declare a Personal Interest when Cllr Donoghue reported on a meeting under Agenda Item 14.2. Cllr Berridge stated she attended the meeting between Cllr Donoghue and John Goodyear from Suffolk County Council Highways Department and parents from the Risbridge Estate. The meeting was about the lack of provision of a footpath from the estate and over Mill Road Bridge going towards the Church. Parents were concerned about safety when walking children to school.

The Clerk reported that Cllr Berridge has consulted with her before attending the meeting. The Clerk had sought advice from SALC who advised that Cllr Berridge would not have to Declare an Interest.

The Clerk handed out a flow-chart to all Councillors, provided by SALC, to help them clarify when they needed to Declare an Interest at meetings.

Annex 1

6 Visitor's Reports:

There was no Visitor's Report.

7 Clerk's Report:

- Water leak from cover on footpath outside 73 Westward Deals had been reported to Anglian Water and has now been repaired.
- Hydrant Marker that was knocked over on the green verge on the Sturmer Road, just before the junction with King's Hill, has still not been replaced, despite being reported to Suffolk County Council. This will be chased up.
- Crossing Supervisor has given dates when she will not be available to work. Cover has been arranged.
- Clerk attended New Clerk's Day at SALC offices on 13 September and found the course both interesting and informative.
- New computer and printer now installed in office.
- Clerk re-iterated her thanks to Cllr Wheeler (Chairman) for his support during her probationary period.

8 Finance Committee

8.1 Draft minutes and Financial Statements of 12 September 2006 were received. The Chairman went through highlights of the meeting not covered elsewhere on the agenda.

- Bank mandates with Alliance & Leicester and Bank of Ireland all in place with new signatories added.
- Accountant had filed the PAYE end of year return on-line. By doing this the Parish Council will receive a £250 tax-free payment.
- Order has been placed for the new Gift Seat. Delivery should take about five weeks. Gift seat will be situated by the river, near The Cut.
- £789 under budget heading "Village Amenities" was queried. Clerk said

she thought this was for materials needed in the construction of Youth Shelter.

8.2 Consider any matters arising from minutes of 11 July 2006

None

9 Standing Orders

9.1 Suggestion for new Standing Order

The Chairman asked if anyone had submitted written suggestions on how the proposed new Standing Order could be worded. Cllr Pelling was the only one who had submitted a written suggestion and a copy was passed to each Councillor. The Chairman then asked each Councillor to give their own views on this suggestion. Cllr Rowsell asked for it to be recorded that, as he was not living in the village at the time when the reason given for the need to change the Standing Order was spoken about, he would decline to offer his views. After discussion, it was decided that at the next meeting, the Council should vote on the proposal for a new Standing Order. The wording of Cllr Pelling's suggestion was discussed. There were different points of view put forward and a consensus of opinion was that the word "discretion" in the wording should be changed to read "agreement".

The Chairman requested that, prior to the next meeting, all Councillors' review the written wording from Cllr Pelling's suggestion, in order that a vote could be taken. Proposed by Cllr Pelling; Seconded by Cllr Donoghue/Cllr Berridge.

9.2 Amendment to Standing Order (KPC 112-02, Item 10)

The amendment to the wording of the Standing Order was read out. The new wording was agreed. Proposed: Cllr Donoghue; Seconded Cllr Pelling.

Annex 2

10 Youth Shelter and Play Equipment

10.1 Update

- Painting was almost completed, but the inside of the roof needs a further coat of timber treatment. The Handyman would be asked to do this.
- Bench seating was now ready for installation.
- Backfilling with gravel and installation of spike for litterbin still to be done.

10.2 Official Opening for New Playground

Cllr Double suggested that an Official Opening be organised after the installation of the new equipment. Cllr Double asked if food and drink could be laid on for the children and perhaps an entertainer could be booked. The Clerk had suggested that Simon Collin, Parks Development Officer for St Edmundsbury Borough Council who gave an £8,500 grant towards the equipment could be asked to do the Official Opening. It was agreed that an Official Opening should be planned for Spring 2007.

MF

11 Training Courses for New Councillors

The Chairman read out a letter from the Legal and Democratic Services Department at St Edmundsbury Borough Council, inviting all Councillors to attend Code of Conduct Training on 26 October 2006. Cllr Rowsell said that he would like to attend. The Chairman requested that any other Councillors, who may wish to attend, give their names to the Clerk.

The Chairman also reported that the list of Training Courses available from Suffolk Association of Local Councils was now available.

12 Environmental/Grounds Maintenance Matters

12.1 Dog Bins

12.1.1 Refurbishment programme (update)

	<p>Cllr Donoghue reported that the refurbishment programme was still ongoing. He reported that the Handyman would be putting a new bin in Barton Grove and the old bin would then be re-furbished for use somewhere else in the village.</p>	
12.1.2	<p>New dog bins (update)</p> <p>Cllr Donoghue reported that he had a meeting with the Village Handyman and together they visited the sites where the new dog bins are to be sited. One will be located at Dash End Lane in Hundon Road (opposite the field side). Another will be sited in Mill Road, on the verge where the passage cuts through to School Crescent. The Clerk will write to the Handyman to request this work be carried out as soon as possible.</p>	MF
12.2	<p>Dog Fouling: Old School Field – Consider dogs to be kept on leads</p> <p>Cllr Double reported that she had been approached by parents concerned about dogs not being kept on leads when in the Old School Field. There were concerns about young children being knocked over by dogs who were loose on the field and about dogs being out of control. Cllr Double suggested that signs be put up saying that dogs should be kept on leads when on the field. The Chairman said he had previously spoken to Joy Bowes at St Edmundsbury Borough Council about this, who had agreed to do some research and report back to him. It was proposed by Cllr Barney and seconded by Cllr Berridge that this matter should be decided at the next Parish Council Meeting when Joy Bowes had reported back. This was agreed by all present.</p>	
12.3	<p>Herald Contract (update)</p> <p>The Chairman reported on behalf of Cllr Byron that Herald have again cut the wrong areas in Silver Street Park; they had cut around the trees and rough area and not along the river bank, which is what they are contracted to do. Cllr Byron had reported that the quality of the “cuts” was terrible and the work that Herald had been doing in the Cemetery was not to the standard required.</p> <p>Cllr Berridge commented that she believed the relationship between Herald and the Parish Council has deteriorated of late, adding that she had nurtured a relationship with Herald during the previous year. Cllr Berridge suggested that a meeting be convened with Herald to discuss on-going issues. Cllr Cahill said he would make contact with Mr Newitt from Herald to discuss some of the issues arising from their contract.</p>	JC
12.4	<p>Any other environmental/grounds matters</p> <p>Cllr Rowsell asked for was responsible for cutting the Great Meadow, as the meadow did not seem to have been cut for a while. The Chairman replied that Suffolk County Council were contracted to do this work. Cllr Rowsell requested copies of the contracts for grounds maintenance.</p> <p>Close Meeting. Proposed: Cllr Pelling; seconded Cllr Berridge</p> <p>Risbridge Meadow – Nigel Turnbull had declined to attend the meeting.</p> <p>The Chairman read from an e-mail received from Nigel Turnbull stating that he had been seconded to other duties and at the present time had nothing new to report to the Parish Council. He reported that a wooden kissing gate and field gate have been ordered for installation at the entrance to the site. Mr Turnbull stated that they intended to carry out replanting of the site in late autumn or early winter and hoped to involve the local community in this. He stated that he would be pleased to attend a meeting later in the year to provide more information and firm up dates for the work. Mr Turnbull went on to say that the meadow was cut and cleared this year and that next year they would try again to arrange to have it cut and baled.</p> <p>Mr Jarvis said that what had happened on the meadow was environmental vandalism by the Borough Council. He said that they had broken assurances previously given and that the whole matter was completely unsatisfactory. Mr Jarvis added that he hoped the Parish Council would insist that Mr Turnbull attend a meeting of the Parish Council at the earliest juncture.</p>	MF

Cllr Barney questioned the point of felling the trees in the first place. Cllr Berridge proposed that Mr Turnbull be thanked for his e-mail, but a letter should be sent to Mr Turnbull requesting he attend at another meeting.

It was queried that, as Mr Turnbull was seconded to other duties at the present time, would it be him that was required to attend. Cllr Barney said that the Parish Council should invite Mr Turnbull (as the officer who had most involvement) and that the Chief Executive of the Borough Council be requested to attend as well.

MF

Open Meeting. Proposed: Cllr Berridge; seconded Cllr Double.

13 Housing/Planning

13.1 Applications for discussion at meeting

Rectory Cottage

Clerk has spoken to the Planning Department who have informed that there is no action to take, as they would have given permission even if the roof were visible from Cock Hill. Planning Department have informed this is now a closed case.

5 Mill Road

The Chairman read from a letter received from the Planning Department dated 7th July 2006 referring to Condition 4 and 5 of the Planning Order. With the Chairman's permission, the Clerk reported that she had telephoned the Planning Department today and was told that the hedge was planted on Highway Land and needed to be taken back half a metre. The Planning Officer was liaising with the Highways Department re turning and manoeuvring and the number of parking spaces. At present they were awaiting comments from Highways.

Annex 3

Close Meeting. Proposed: Cllr Pelling; seconded Cllr Donoghue

The Chairman invited members of the public present to express their views. The residents of the houses in Mill Road said that the plans shown to them by the Estate Agents when the properties were purchased, showed two car park spaces and they were happy with the layout of these. They said that the builder had spoken to them about the hedge, but never commented about a fence being erected and questioned the relevance of this. Cllr Donoghue explained that the fence would act as a barrier to protect the hedge.

The residents said that they were happy with the parking layout and it was agreed by Councillors that this was better than that proposed originally. However, the Chairman explained that this matter was between the Enforcement Officer and the Planning Department. The Chairman told the residents that their comments would be noted and said the Parish Council would write to the Planning Department to enforce that the current layout for parking is far superior to the one first proposed.

MF

Non Agenda Item - Guillotine

The time being 9.45 p.m. it was agreed under a proposal from Cllr Pelling and seconded by Cllrs Berridge and Barney to lift the guillotine and continue the meeting for a further fifteen minutes

13.2 Observations conveyed to Borough Council

Dane House, Haverhill Road Retention of three port cart lodge/garage
Acceptable

4 Risbridge Drive Erection of conservatory to side elevation

Acceptable

103 Westward Deals Erection of single storey side extension
Acceptable, providing neighbours have no objections

7 Barton Grove Erection of two story front extension and garage to side
Acceptable, providing any neighbour's objections can be satisfied.

140 Westward Deals Erection of conservatory to rear elevation
Acceptable

"Boltons", Kings Hill Erection of two storey extension to rear and side
following demolition of existing garage
Acceptable, providing any neighbours objections can be overcome

68 Westward Deals Erection of single storey rear extension
Acceptable

Calford Green Cottage Listed Building Application for replacement of:
(i) Cement render and coating with lime
wash
(ii) Brickwork
(iii) Window frames where required

Acceptable

13.3 | Decisions received from Borough Council

Dane House, Haverhill Road Retention of three port cart lodge/garage
Granted

4 Risbridge Drive Erection of conservatory to side elevation
Granted

103 Westward Deals Erection of single storey side extension
Granted

7 Barton Grove Erection of two story front extension and garage to side
Granted

140 Westward Deals Erection of conservatory to rear elevation
Granted

"Boltons", Kings Hill Erection of two storey extension to rear and side
following demolition of existing garage
Granted

68 Westward Deals Erection of single storey rear extension
Granted

14 Highway/Footpath/Street furniture matters

14.1 Footpath: The Baulk: consider cost of boarding sides to retain top soil

Cllr Donoghue reported that he had discussed this matter with the Handyman. The suggestion is that pre-cast concrete gravel boards be used and that a short length of the footpath be done to begin with. However, the cost to do the whole footpath could be as much as £3000. It was decided to delay starting this project until it could be found out if Suffolk County Council would provide funding.

MF

14.2 Any other Highway/Footpath/Street furniture matters

- Cllr Donoghue reported on the meeting with John Goodyear from County Highways to provide a footpath up Church Hill for people from the Risbridge Estate. He said there was issues about land ownership by the bridge over The Cut and these would be looked in to by Highways.

- It was noted that there were some areas in the village where hedges from some properties were overgrown onto public footways/roads. The usual procedure to deal with this is for a chosen Councillor to have a friendly word with the owner of the property to ask them to remove the offending branches. If this did not work, a letter would be sent from the Parish Council.
- It was also noted about parking in the lay-by on Mill Road Bridge and that this can sometimes be obstructive if large vehicles are coming down from the Church and a vehicle is waiting at the give-way sign. The Clerk has written to Highways about this and is awaiting a reply.

The time being 10.00 p.m. it was agreed that the meeting should be closed and all outstanding agenda items be transferred to the next KPC meeting. Proposed: Cllr Barney; Seconded: Cllr Berridge.

The date of the next meeting will be Tuesday 17 October 2006 at 7.40 p.m.

Signed:

Date: