

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16 JANUARY 2007
LIBRARY, ARMS LANE, KEDINGTON**

Present: Cllr Terry Wheeler - Chairman
Cllr John Cahill – Vice Chair
Cllr Susan Berridge
Cllr Peter Donoghue
Cllr John Pelling

Ms Marion Farrant (Clerk)

In attendance: Borough Councillor Marion Rushbrook; P C Carl Brandwood; Mr S Jarvis (Wildlife Group).

Mr Fred Phillips (Press) tendered apologies for health reasons.

		ACTION
1	<p>Parishioners' Question Time and to acknowledge agenda items of interest to members of the public present:</p> <p>Mr Jarvis stated his interest in Agenda item 9.1. He also reported that Cllr Byron had made no contact with him about the work at Risbridge Meadow. Mr Jarvis told the meeting he had asked questions about the spraying on Risbridge Meadow that had killed some of the wild flowers; the Borough Council admitted that they had used the wrong weed killer.</p> <p>Open Meeting</p>	
2	<p>Welcome and apologies:</p> <p>Apologies were accepted from Cllr Gloria Double (Health); Cllr Alan Barney; Cllr Peter Byron; Cllr Peter Rowsell; County Councillor Karen Knight.</p>	
3	<p>Minutes of last meeting</p> <p>The minutes of the last meeting (KPC 112-08) held on 19 December 2006 were agreed as a true record. Proposed: Cllr Cahill, seconded: Cllr Donoghue.</p>	
4	<p>To accept members' Declaration of Interests on agenda items:</p> <p>None.</p> <p>Close meeting</p>	
5	<p>Visitor's Reports:</p> <p>Borough Councillor Marion Rushbrook gave her report:</p> <p>Schools Consultation: Councillor Rushbrook spoke about the School Organisation Review. Suffolk County Council's Policy Development Panel had recommended that Suffolk should adopt a two-tier system of education. It was hoped that this recommendation would raise attainment at Key Stages 2, 4 and post-16 and allow more investment in teaching learning.</p> <p>There was discussion among Councillors present about the recommendation and differing views were aired.</p> <p>School Bus Stop: Councillor Rushbrook again spoke about the disruptive behaviour of children waiting for the School Bus in Mill Road, near to the junction of Risbridge Drive. She said she had spoken to the Education Transport Department and would again be taking up this matter with the Head Teacher of the school concerned.</p> <p>Open meeting</p>	

- Clerk reported she had a meeting with Paul Rounce from St Edmundsbury Borough Council to inspect the play equipment. Mr Rounce was very impressed with the new equipment and will release the funding granted by St Edmundsbury Council (£8,500). The fault on the gate has been reported to Playworld. The contractors from Playworld will be returning to the site to rake and seed the area that has been made muddy where installation has been going on. They also need to replace one of the swing clamps, as one broke during installation. Clerk has e-mailed Playworld to find out when they will be doing this work.
- Clerk has spoken again to David Lyttle from St Edmundsbury Borough Council again about the road name signs in School Road. He said that they installed the new sign saying School Road continued (with pointing arrow) in July 2006. Clerk referred him back to Parish Council letter of 19 October 2006 about continuing problems with ambulances not finding houses further down School Road towards junction with Kings Hill and the need for a further sign. Mr Lyttle said they would reassess the situation and the Clerk offered to meet with him in School Road to point out when another sign should be placed.
- Herald Contract – Working Party will convene a meeting at a weekend, in order that they can go around the village in daylight to look at grounds maintenance issues.
- School Crossing lady has asked if some white lines could be painted at the bottom of Church Walk where she crosses the children over the road. These could be just before where Church Walk joins the main road. She said she could then make sure that children stand behind the line while waiting to cross, which would make it safer for them.
- Mr Chapman (Calford Green) has ordered two signs to keep cars from turning on the green. Mr Chapman has conveyed his thanks to The Parish Council for their permission and hopes to install the signs next week. Clerk will write a letter of thanks to Mr Chapman as he is paying the complete costs himself.
- Order for salt/grit has been chased up because it should have been delivered before Christmas. Suffolk County Council has promised delivery by the end of this week.
- Paragon Signs are expecting maps for Westward Deals back from their Print Shop this week. They will then be mounted and ready for installation by the end of the month.
- Two of our Notice Boards have been vandalised with the glass in them being shattered. This has been reported to the Chairman and Carl Brandwood has been informed.
- Clerk has been booked to go on Clerk's Election Preparation Course on 27 February 2007 at SALC offices in Claydon in preparation for forthcoming elections in May.
- Clerk has introduced a Maintenance Log for faults reported in the village, i.e. faulty streetlights, blocked drains, etc. It is hoped this will prove to be beneficial, as all calls are given a log number, so it is easier to chase when work has not been completed. Copy passed around among Councillors and comments sought.

MF

6.1 Consider further action (on action taken or reports received since last meeting:

The Chairman asked whether members would like him or a Glazing Company to do the work repairing the glass in the Notice Boards. He said he would be prepared to get the glass (invoiced to Parish Council) and provide the labour free of charge. It was proposed by Cllr Berridge and seconded by Cllr Pelling that the Chairman does the repairs. Unanimous decision.

7 Finance Committee

7.1 Receive draft minutes and Financial Statements of 12 December 2006:

Cllr Cahill went through highlights of the meeting not covered elsewhere on the agenda.

- Financial position satisfactory with 19% of the budget left.
- Clerk's salary and extra hours have been discussed. Position will be reviewed again in four months time to see if more hours are needed.
- The costs for the Christmas Social Gathering will be taken from the Section 137 Budget under the heading of Sundries.
- Ordnance Survey Licence has been renewed.

7.2 Consider any matters arising from 14 November 2006 minutes:

None.

8 Affordable Housing Scheme

8.1 Update:

Cllr Donoghue reported that a possible site, adjacent to Stone Cross Flats had been identified. This site was within the Kedington boundary and the landowner had shown a willingness to talk to the Parish Council about the site. Cllr Donoghue said he had spoken to the Planning Department as the site was deemed an "exception site" under their Planning Policy. Cllr Donoghue said that the Planning Department were doubtful as to the choice of site, as any site chosen had to be deemed to be the most suitable. The Planning Department suggested the site beside the British Legion Hall could be more suitable, but Councillors could argue that they thought the Stone Cross site would be the best one. Cllr Donoghue said that Greg Dodds from Orwell Housing was due to have a meeting with St Edmundsbury Borough Council and this scheme would be one that would be discussed.

There was discussion among Councillors present as to where in the village the site should be and how many dwellings would be acceptable. The Chairman said it would be important to get an overview of what Orwell would propose to build and where, before the scheme went before a Public Meeting.

Cllr Donoghue said he would speak to Greg Dodds after his meeting with St Edmundsbury Borough Council.

PD

As a point to note, the Clerk said that a letter drop would be made to **all** houses in the village to announce the date of time a Public Meeting before the scheme went ahead.

P C Carl Brandwood joined the meeting. The Chairman sought permission from Councillors to close the meeting to allow P C Brandwood to give his report.

Close Meeting

P C Brandwood said that the incidents of signs being sprayed and stones being thrown at houses seemed to have settled down. Unfortunately, culprits had not been apprehended, but P C Brandwood said that anyone caught doing criminal damage would be held accountable for other vandalism in the village.

P C Brandwood reported that events in Ipswich over the past weeks had caused a knock on effect in staffing levels in the area, as all available manpower had been working on the murder enquiries. He thanked everyone for their patience and said that the village was now quite well patrolled again, especially on late and night shifts.

Cllr Berridge reported that the area around the Library had been quiet at present. P C Brandwood replied that the lad involved in previous incidents had been given a six-month referral order.

Mr Jarvis asked P C Brandwood about the cars parked very close to the junction at the entrance to Westward Deals, which were causing hazards to cars turning onto Westward Deals. P C Brandwood said he was monitoring this and that any vehicles deemed to be breaking the law would be dealt with.

The Chairman thanked P C Brandwood for his report and asked permission from Councillors to open the meeting.

Open Meeting

9 Environmental / Grounds Maintenance Matters

9.1 Risbridge Meadow:

The Chairman referred Councillors to the resume from John Smithson about the proposed plan for Risbridge Meadow and sought individual views:

Annex 1

Cllr Berridge said she agreed with the resume and that the Borough was following policy by planting native species.

Cllr Cahill said that clarity needed to be sought that the Borough Council would be paying for the installation of dog bins and rustic seating. The Chairman asked the Clerk to contact John Smithson and find out if the Borough would pay for these items, but he thought the emptying of dog bins would be added to our existing contract.

MF

The Chairman said he was surprised that there were no Horse Chestnut trees on the plan.

The Chairman sought permission from Councillors to close the meeting in order that Mr Jarvis could participate in discussions.

Close Meeting

Mr Jarvis said he was concerned about the road planning.

Mr Jarvis also questioned whether the Blackthorn needed cutting back.

Mr Jarvis said that he agreed with the planting as outlined in the resume.

Cllr Donoghue queried that the path near the river seemed to be some way from the river according to the plan.

Cllr Pelling asked about naming of Sections A, B and C on the resume.

There was discussion among all Councillors about the points raised and the Chairman sought permission from Councillors to open the meeting in order that voting could take place.

Open Meeting

	<p>The following decision were taken on a majority vote:</p> <ul style="list-style-type: none"> i) Planting scheme agreed as per resume. ii) The entrance to the Meadow to be left as it is. iii) The Blackthorn to be left as it is. iv) The path by the river should be nearer and run adjacent to the river. <p>The Chairman asked the Clerk to write to John Smithson with the decisions made.</p> <p>It was decided that the Parishioners should have a say in naming the Sections of the Meadow and that proposals should be sought via the next Chairman's Letter or done at the Parish Meeting. Agreed by all present.</p> <p>The Chairman asked for it to be noted that Cllr Byron had received a copy of the resume and although he had tendered apologies had not supplied a written report with any comments he wished to raise.</p>	MF
9.2	<p>Any other environmental/grounds maintenance matters:</p> <p>Herald Contract: The Chairman said that the Working Party were looking into the specification and terms of the contract with Herald. The Working Party would inform the Clerk of what Winter Work was needed in order that this could be put in writing to Herald. The Chairman requested that following the quotation from Ivett & Reed (Stone Masons) for the repair to the damaged headstone, the Clerk should seek confirmation that they were confident they could do the repair to a high standard. The Clerk would then contact the parents to arrange a meeting to seek their views.</p> <p>Trees to cover gap on Old School Field: Cllr Pelling said he had sought views from the Garden Society as to the suitability of species to plant. Hawthorn would grow quickly; Burbress would also be suitable. It was agreed to ask the Garden Society if they would choose a suitable species and plant for the Parish Council. Proposed: Chairman, seconded Cllr Berridge.</p>	MF
10	Highway/Footpath/Street Furniture Matters	
10.1	<p>School Crossing Supervision: The Chairman confirmed that Cllr Rowsell had given him copies of the Risk Assessments for the School Crossing Supervisor. The current risk was deemed as MEDIUM because of parked cars.</p> <p>It was suggested that the Clerk seek clarification as to whether the Parish Council would be breaking the law if a pole was purchased for the Crossing Supervisor to use; noted that she would not be allowed to stop traffic, but would use this to alert oncoming traffic that she was escorting children across the road.</p> <p>Alternatives suggested were flashing signs to warn motorists of children crossing; belisha beacons or double yellow lines to prevent cars from parking near to where children are crossing. It was agreed that the installation of white lines at the end of Church Walk could prove quite difficult as the Highway encroached on the land by one metre and, permission would have to be sought from the landowner.</p> <p>It was agreed that the Clerk should write to the Head Teacher of the school to seek his views and to check with the Insurance Company as to the Parish Council's position relating to the Crossing Supervisor using a "pole".</p> <p>Cllr Pelling also suggested that Highways should be contacted as Little Bradley and Wickhambrook had signs saying "School Area – 20 Plenty".</p>	MF
		MF

- 10.2 Improvements to The Baulk (update):**
Cllr Donoghue said the concrete boards were ready for delivery and he would be liaising with PBM Buildbase about this. He said that Mr Quelch, a nearby resident to The Baulk had agreed that the boards could be put on his front garden while the Builder was doing the work. Work should be commencing week commencing 29 January 2007.
- 10.3 Any other highway/footpath/street furniture matters:**
- Drain/gully on Old School Field:** The Chairman read out an e-mail received from Guy Smith at Environment & Transport saying that "the drainage scheme outfall was positioned into an existing headwall which was located within the general area of the river that is not really accessible to the public and therefore they felt that, without more work (and more expense) this was acceptable. We will continue to monitor this area".
- Flooding: Dash End Lane / Rectory Road:** The Chairman informed the meeting that the Clerk had received correspondence from residents in the above areas concerned about flooding. The owners of the property in question had received a reply from Highways re the flooding in Dash End Lane. Cllr Donoghue said he felt that Highways could do something to alleviate the flooding. Cllr Berridge suggested that Highways are asked to attend a consultation meeting with the owners of the house in question and copy County Councillor Karen Knight into the correspondence.
- The owner of the other property in Rectory Road were experiencing problems of flooding in their property because the drains at the back of their property were unable to cope with surface water and the water then ran down into their property. There had been one occasion when the owners had to move out after flooding to enable repairs to their home to be carried out. The Chairman requested the Clerk liaise with the Borough Council to see if something could be done.
- New Footpath in Mill Road:** The Chairman informed the meeting that notification had been received that work on the new footpath would commence in March.
- MF**
- MF**
- 11 Housing / Planning**
The Chairman asked for it to be noted that **all Councillors** should deal with any Planning Applications **urgently** to ensure they are returned to the Clerk by the specified deadline. He noted that Cllr Barney frequently did not return Planning Applications by the deadline and that if this continued, he would have to tender an Agenda item at a future meeting to suggest that Cllr Barney be omitted from the circulation list.
- 11.1 Applications for discussion at meeting:**
None.
- 11.2 Planning Applications – Observations conveyed by Parish Council:**
- | | |
|--|---|
| 22 School Road | Erection of two storey side extension |
| Acceptable | (following demolition of single storey extension) |
| Land to rear of 4, 5 and 6 School Crescent | Erection of two bungalows with garages and construction of vehicular / pedestrian access. |
| Acceptable in principal but Councillors would like to see vehicular access cleared by Highways. | |

11.3	<p>Planning Applications – Decisions received from Borough Council:</p> <p>18 Haverhill Road: Erection of two storey extension and single storey infill extension to rear and internal alterations plus 2.8 m high brick wall to replace 1.8m fence.</p> <p>Granted</p> <p>9 Dane Common: Erection of single storey side and second storey rear extensions</p> <p>Granted</p> <p>19 Haverhill Road Provision of dropped kerb to provide off-road parking.</p> <p>Granted</p>	
11.4	<p>Any other housing/planning matters:</p> <p>Proposed Changes – East of England Plan. This will be added to Reading Pack.</p> <p>Cllr Donoghue spoke about the Replacement St Edmundsbury Plan. He said that Kedington had been identified as a Rural Service Centre. He also said that the Plan does not identify housing and employment sites in Kedington.</p>	
12	<p>Consultations</p> <p>St Nicholas Hospice – Presentation on their work: Material will be circulated in a Reading Pack.</p> <p>Sport England: Survey on grass playing pitches in our area. Clerk to liaise with Chairman and Cllr Rowsell.</p>	<p>MF</p> <p>MF</p>
13	<p>Any other reports (on-going matters)</p> <p>Risk Assessments: Parish Office</p> <p>The Chairman reported that he had received a completed Risk Assessment for the Parish Office and this has been designated HIGH RISK. Discussions ensued as to how the office accommodation could be improved, but it was decided to delay any improvements until a reply had been received from the G P Practice regarding the Parish Council renting a room at the Surgery in the village to use as the Parish Council office.</p>	
14	<p>Events</p> <p>Village of Year Competition 2007: It was noted that to enter this competition involved a vast amount of work. Clerk will look out file and contact Cllr Byron as he had shown an interest in doing this in the past. Noted that none of the Councillors present enamoured about entering the competition.</p>	
14.1	<p>Nominations:</p> <p>SALC Event: Essential Event for all Parishes: Building & Strengthening your Community: This will be sent around in a Reading Pack and anyone interested should given their names to the Clerk.</p> <p>Stop Stansted Expansion: Conference 4th February 2007 – No nominations.</p> <p>NHS Primary Care Trust: Invitation to get involved in commissioning plans for healthcare in Suffolk. This will be sent around in a Reading Pack.</p>	
14.2	<p>Councillor absences (update):</p> <p>Cllr Cahill and Cllr Berridge gave updates, the Clerk noted these.</p>	
15	<p>Any other business (new matters)</p> <p>Cllr Cahill asked if other members had heard the loud Bird Scarers that were going off periodically in the village and whether permission had to be sought for their use. The Chairman requested the Clerk contact Environmental Health and report back at next meeting.</p>	MF

15.1 Receive meeting dates for 2007 (Year 113):

Dates of KPC Meetings for 2007 and Annual Parish Meeting distributed.

The date of the next meeting will be Tuesday 20 February 2007 at 7.40 p.m.

Signed:

Date: