

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 20 FEBRUARY 2007
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

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

Ms Marion Farrant (Clerk)

In attendance: Mr Fred Phillips (Press)

Mr Shaun Jarvis (Wildlife Group) tendered his apologies.

ACTION

- 1 Parishioners' Question Time and to acknowledge agenda items of interest to members of the public present:**
There were no Parishioners present.

Open Meeting

- 2 Welcome and apologies:**
Apologies were accepted from County Councillor Karen Knight and Borough Councillor Marion Rushbrook.

Cllr Alan Barney did not attend the meeting and no apologies were received.

The Chairman reported that he had received a letter from Cllr Peter Byron tendering his resignation from the Parish Council. Cllr Byron was also a member of the Finance Committee; the Chairman asked if any other Councillor wanted to fulfil Cllr Byron's role on the Finance Committee until the Elections in May, but no one was able to take on this commitment.

- 3 Minutes of last meeting**
The minutes of the last meeting (KPC 112-09) held on 16 January 2007 were agreed as a true record. Proposed: Cllr Cahill, seconded: Cllr Donoghue.

- 4 To accept members' Declaration of Interests on agenda items:**
None.

Close meeting

- 5 Visitor's Reports:**
County Councillor Karen Knight sent a report, which was read by the Chairman. The report stated that the schools review was due to be voted on in March at a Full Council Meeting. Cllr Knight reported she had spoken to Head Teachers in her division and the majority recognised the need for change, indeed many were ahead of the Council having instigated a review prior to the Council Meeting. Cllr Knight said a report by Howard Lay, Head Teacher at Samuel Ward Upper School was available if anyone wanted a copy.

Cllr Knight reported that the review on the provision of day care for the elderly had been called to Full Council and would also be discussed at March's meeting.

Cllr Knight said she had taken up the issue about pupil's behaviour whilst waiting for the bus to Parkway School with Rob Coxon of Education Transport and was awaiting his reply.

Open meeting

6

Clerk's Report:

- ❑ Clerk reported she had spoken with John Goodyear who is Project Engineer for Rural Footways at Suffolk County Council. Mr Goodyear informed that work on the proposed pavement (footway) in Mill Road would commence in early March. Agreement has been reached with all the frontage parties and Mr Goodyear said he had a verbal agreement with the Environment Agency confirming they accept the new footbridge. It was originally hoped that the work would commence in January, but problems with the weather holding up the contractors on other works has delayed this by a few weeks.
- ❑ Clerk reported she would be having a meeting in the village with Kevin Shipp from Suffolk County Council on the afternoon of Friday 23rd February 2007. She requested that if any Councillor had any matters they wished her to speak with him about, or wanted to attend the meeting with her, to let her know.
- ❑ Sign in School Road. A request for a fourth sign is being given consideration by the Borough Council. Sign in White Horse Road (that has dropped off the wooden backing) and the sign for Sturmer Road that is bent backwards have also been reported. Potholes in the road have been reported to Highways for Hundon Road (Dash End Lane junction); top of Kings Hill and road out to Sturmer just past Kings Hill junction.
- ❑ Rectory Meadow Stables. Letter received from the Planning Enforcement Officer following a query about the stables from a resident in Barton Grove. The PEO informed that a site visit was carried out on 5th January 2007 and that the buildings erected are those approved under planning permission. The PEO also stated that they are seeking cooperation from the owner to remove the tent erected in Summer 2006.
- ❑ 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.
- ❑ Glass in the Notice Board at Old School Field has been vandalised again, just days after it was replaced. Councillors please note this will be discussed under Agenda Item 6.1.
- ❑ Notices have been posted on Notice Boards about the temporary closure of the C670 Coupals Road to allow British Telecom to carry out overhead cabling works. The road will be closed from 0800 – 1700 hours daily from 26 February to 02 March 2007.
- ❑ Fault reported to British Telecom for light not working in payphone booth on Haverhill Road. Estimated repair time will be within 28 days. Booth that had glass smashed in it has now been repaired.

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

Notice Board – School Road: Cllr Berridge reported that as well as the Notice Board being vandalised again, a resident in this area was being harassed by youths. The Clerk was requested to report this to P C Carl Brandwood.

The Chairman reported that as a temporary measure he had replaced the glass with a piece of Perspex, but the Clerk had reported that this had also been vandalised. Councillors discussed replacing the glass and it was agreed that this would be a costly exercise if it were continually being vandalised. The Clerk suggested that the purchase of a small laminator to laminate notices would be a solution to leaving the door of the Notice Board with no glass. This was unanimously agreed by all present.

MF

	It was also agreed that this matter should be included in the next Chairman's letter, as a point to mention, that replacing glass, etc due to vandalism levied a charge to the whole Community.	TW/MF
7	Finance Committee	
7.1	Receive draft minutes and Financial Statements of 13 February 2007:	
	<p>Cllr Cahill went through minutes of the meeting not covered elsewhere on the agenda.</p> <ul style="list-style-type: none"> Financial position was that some budget headings were overspent. Noted that there would be no more grants allocated in this financial year as the budget had been spent. <i>(It was noted that Cllr Berridge and Cllr Pelling had an interest in the application from St Peter and Paul Church, Kedington – Restoration Committee, but not declarable as this was not an Agenda item for the full Council meeting.)</i> External Auditors Report – Clerk has been requested to write to Lubbock Fine for clarification about the value of fixed assets given the comments made in the report. 	
7.2	Consider any matters arising from 09 January 2007 minutes:	
	None.	
8	Office Accommodation	
	<p>Clerk reported that a meeting had been held at the Doctor's Surgery in Kedington between the Deputy Manager from Christmas Maltings Surgery, Cllr's Donoghue and Rowsell and herself. Cllr Rowsell said there were no significant issues that would be raised on a Risk Assessment for the working space/premises. The best use of the working space was discussed and a layout formally agreed. The Clerk had obtained quotations for three new filing cabinets, a new desk, pedestal and typist chair. The best quotation was from STP Stationery with a total cost for these items of £696.60 plus vat. Cllr Donoghue said a new double electrical socket would need to be installed parallel to the sink for use by the Nurse, together with a wall cupboard for sundry items. There would also be a further cost to the Parish Council to install a new telephone line.</p> <p>The Chairman proposed that the Parish Council go forward with this project; seconded by Cllr Double and unanimously agreed by all Councillors. The Chairman asked the Clerk to liaise with the Surgery to have a contract drawn up and also give notice to the Landlord for the present office premises.</p>	MF
9	Affordable Housing Scheme	
9.1	Update:	
	Cllr Donoghue reported that he was meeting with Greg Dodds from Orwell Housing, the Housing Officer and Planning Department. The Planning Department were not in agreement with the proposed site as they wanted to develop the site on the other side of the road to the one proposed. Cllr Donoghue said that the Parish Council can oppose this recommendation, and pointed out that in order for land to be purchased for Affordable Housing the land has to cost less than that for normal housing.	
10	Environmental / Grounds Maintenance Matters	
10.1	Risbridge Meadow (update):	
	<ul style="list-style-type: none"> The sign for the meadow had been updated and agreed by Councillors. Clerk requested to contact John Smithson to find out what size the sign would be. 	Annex 1 Minute book only

	<ul style="list-style-type: none"> ▪ The trees have arrived and the Rangers will start planting with Kedington Volunteers on 21st February, between 10 a.m. and 1.00 p.m. A further date for this has been set for Sunday 4th March between 10 a.m. and 1.00 p.m. John Smithson reported that there were about 500 young plants to go in. 	
	<ul style="list-style-type: none"> ▪ The Chairman read from an e-mail received from John Smithson in answer to question raised from the Parish Council. 	Annex 2
	<ul style="list-style-type: none"> ▪ John Smithson had also asked if the Parish Council could co-ordinate a Wildlife Survey at Risbridge Meadow. He said this was being trailed at various sites within the Borough and he thought the meadow would be an excellent example. The Chairman requested that the Clerk contact Shaun Jarvis to see if this is something that the Wildlife Group would like to take on. 	MF
	<ul style="list-style-type: none"> ▪ Cllr Berridge reported that she had received an e-mail from a resident concerned about the Kissing Gate at the entrance to the Meadow as he stated it denied access to disabled people and people with push chairs. He also point out that the gate is very hard to get around due the to the restrictive "V" shape and the slope that it was on. The Chairman requested the Clerk to copy the e-mail to John Smithson for comment. 	MF
10.2	<p>Any other environmental/grounds maintenance matters:</p> <p>Herald Contract: Following recommendations from the Working Party it was unanimously agreed that subject to cost implications, the Parish Council would change the present contract to "x" amount of cuts per year. It was confirmed that Herald has commenced work on the Winter Contract.</p> <p>Churchyard: The Chairman read from an e-mail that had been passed to him from Cllr Pelling regarding the Churchyard Contract. A Parishioner has offered to take on part of the Churchyard Contract if the present contractor agreed to pay him a consideration for this work. It was acknowledge that there are problems with the cutting in the Cemetery due to there being no defined paths between headstones and also because of ongoing problems with moles. It was agreed that a meeting should take place between the Parishioner and the Chairman and Vice-Chairman. The Chairman also reported that the Parish Council were still awaiting a reply from the request for a meeting with the Parochial Church Council re churchyard matters.</p> <p>Damaged gravestone: Chairman reported that verbal permission has been received for the lifting of the damaged headstone, in order that this can be taken for inspection and possible repair. Clerk will clarify position with Mr Newitt from Herald and seek written assurances about the care of the gravestone.</p> <p>Turfsol Ltd: The Chairman read from a letter received from a Grounds Maintenance contractor offering their services. It was agreed that the Clerk should acknowledge this letter and include specification for Grounds Contract "A" to see if the company would like to send in a quotation for comparison purposes.</p> <p>Silver Street Park - Millennium Bed: Cllr Pelling reported that approximately 5 metres of membrane would be needed and 2 tons of slate for the Garden Society to complete the work. Cllr Pelling will liaise with the Clerk on order/delivery of these items.</p>	<p></p> <p></p> <p>MF</p> <p></p> <p>MF</p> <p></p> <p>MF</p> <p></p> <p>MF</p>

11 Highway/Footpath/Street Furniture Matters

11.1 School Crossing Supervision:

This item was covered under Clerk's report, as a meeting had been arranged with Kevin Shipp from Highways. It was suggested that if amenable to Mr Shipp, that the meeting be changed to the morning when traffic was at it's busiest.

MF

11.2 Improvements to The Baulk (update):

The Chairman raised his concern over the height of the concrete gravel boards and whether they would retain the soil as the earth was still above the height of them. Cllr Donoghue replied that the boards have gone further back (giving more width to the path) than was anticipated. He said that the earth was not yet compacted and given that there has been some very heavy rain, the earth was still in place. The Chairman asked that the area be monitored.

PD

11.3 Any other highway/footpath/street furniture matters:

11.3.1 Road Signs: Dash End and Dash End Lane

Cllr Pelling reported on incidents that have happened twice in as many weeks, of emergency vehicles going to Dash End Lane, looking for Dash End. Cllr Pelling suggested that a request be made to the Borough for signs saying “No access to Dash End – entrance 60 metres on” (with an arrow) and then another sign at Dash End saying the reverse. The Chairman requested the Clerk write to the Borough to report these events and asked what they were prepared to do.

MF

Cllr Pelling mentioned as a point to note, that a burst water main in the village had taken 18 hours to rectify, due to a stopcock being covered by tarmac.

Cllr Double reported that buses in the village were not stopping at designated bus stops. Clerk requested to write to bus companies to alert them of this and request that all Bus Drivers be asked to stop only at designated Bus Stops.

MF

Cllr Donoghue noted that there seemed to be an increasing amount of litter in the village. The Chairman asked Cllr Donoghue to monitor this and requested the Clerk speak to the Village Cleaner about what routes he takes and whether he feels enough hours are allocated to do the task.

MF

The poor condition of the Stile/Gate into footpath at side of Cotton Hall and Stile at Dash End Line was reported. The Clerk was asked to inspect these and take appropriate action.

MF

12 Housing / Planning

12.1 Applications for discussion at meeting:

None.

12.2 Planning Applications – Observations conveyed by Parish Council:

Simms Farm:

Acceptable

Conversion of barn to residential and erection of cart lodge/store to serve barn. Erection of cart lodge / store to serve Simms Farmhouse. Alteration of vehicular access (following demolition of out-buildings).

12.3 Planning Applications – Decisions received from Borough Council:

22 School Road:

Granted

Erection of two storey side extension (following following demolition of single storey extension)

The Old Stores, Silver Street:

Granted

Erection of chimney stack to side elevation
(revised scheme)

The Old Stores, Silver Street:

Granted

Revised scheme for removal of back boiler; install log burner vented through existing chimney and install Rayburn with flue vented through new external chimney.

	The Old Stores, Silver Street: Listed Building Application for works listed Granted previously.	
12.4	Any other housing/planning matters: None.	
13	Consultations	
	School Organisation Review: Material will be circulated in a Reading Pack.	MF
	The Commons Act 2006: Protection of Common Land in England: To be circulated to all Councillors	MF
	Review of the Quality Town and Parish Council Scheme: To be circulated to all Councillors.	MF
	Consultation on Amendments to the Model Code of Conduct: To be circulated to all Councillors.	MF
14	Any other reports (on-going matters) None.	
15	Events	
	Enjoy England – Celebrate St George’s Day: To be circulated in reading pack.	MF
15.1	Nominations: None.	
15.2	Councillor absences (update): The Chairman gave updates to the Clerk and these were noted.	
16	Any other business (new matters)	
16.1	Broadband Services in Kedington Cllr Double reported, that with the Chairman’s permission, she was reinstating her investigation into Broadband services in the village.	

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

Signed:

Date: