

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 17 JULY 2007
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present:

Cllr Terry Wheeler – Chairman of Parish Council
Cllr John Cahill – Vice Chair of Parish Council
Cllr Ann Desborough
Cllr Gloria Double
Cllr Peter Donoghue
Cllr Peter Garner
Cllr Peter Rowsell

Ms Marion Farrant (Clerk)

In attendance: County Councillor Karen Knight; Borough Councillor Marion Rushbrook; Mr Fred Phillips (Press); Mr Shaun Jarvis (Wildlife Group); Dr Z Palmer (Ketton Early Birds); Mrs S Long (Ketton Early Birds); Ms C Bowers (Ketton Early Birds).

ACTION

1 Parishioners' Question Time and to acknowledge agenda items of interest to members of the public present:

Mr Jarvis registered an interest in agenda item **10.1** and **11.3**. On agenda item **11.3**, Mr Jarvis asked why the Parish Council were considering the installation of white wooden gates? He stated that in his view, this was an unnecessary expenditure. He said that motorists generally ignored speed limit signs and please drive carefully signs at entrances to villages, so in his opinion, they certainly would not take notice of white wooden gates to slow their speed and therefore had no purpose. County Councillor Knight said that Highways Department favour "round-alls" in the road as a method of slowing down traffic, but it was up to the Parish Council to decide what would suit the village better. Borough Councillor Rushbrook said that nearly every village nearer to Bury St Edmunds had wooden gates. Councillor Double expressed her view that motorists do seem to take notice of white gates. She said that most of the villages on the way to Newmarket have white gates installed, which demonstrated their boundary; showed motorists they were entering a village and to slow down.

Dr Palmer, Mrs Long and Ms Bowers stated they were from Ketton Early Birds playgroup and registered an interest in agenda item **12.1.1**. They stated that they wished to gain the Parish Councils perspective on their Planning Application to erect a Pre-School building at Kedington Primary School. The Chairman replied that he was aware of rumours circulating, saying the Parish Council was against this application. He went on to confirm that the Parish Council had no objections, but some concerns had been raised about the overall appearance of the building and an increase in traffic. The Chairman said he was aware this item was towards the end of the agenda and would seek Councillor's permission to bring it forward for discussion under agenda item **5**.

Open Meeting

2 Welcome and apologies:

The Chairman welcomed everyone present. There were no apologies for absence.

3 Minutes of last meetings

The minutes of the last meeting KPC 113-03 were agreed as a true record. Proposed by Cllr Cahill and seconded by Cllr Garner.

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

None.

Close meeting

5

Visitor's Reports:

The Chairman requested Councillor's permission to bring forward agenda item **12.1.1 Ketton Early Birds Planning Application**. Unanimously agreed.

Cllr Donoghue spoke about the Planning Application and raised some of the points that were causing concern:

- i. Traffic being very congested at the beginning and end of the school day.
- ii. Appearance – under the submitted plan, the appearance of the building was not in keeping with the surroundings and this raised concerns about the materials used and general impact. The roof finish had been noted as “pantile roof covering”, which comprised of steel sheeting with the pattern of pantiles pressed into its surface. The roof pitch had been given as 15 degrees, whereas the minimum pitch for real pantiles is 30 degrees.

The Chairman read from a letter received from Anita Seymour at Suffolk County Council, explaining that a pitched roof had been chosen for maintenance and aesthetic reasons and that the roof would have to be tiled using traditional slates. A picture showing a similar pre-school building in another part of the County was shown to Councillors. Cllr Donoghue said that overall, the Company providing the drawings for Ketton Early Birds planning application could have gone with a better design.

In response, the representatives from Ketton Early Birds said that they had been trying to obtain grants, etc and looking at ways of cutting costs. The building would be costing in the region of £200,000 and now having the differences explained to them about the roof, they wanted to go with a slate roof. They added that because their application was for a building on a School Site, Suffolk County Council would not pass any plans without a pitched roof. They hoped, that because of their opening times of 8.00 a.m.- 6.00 p.m., there would be no problems with congested traffic because drop off and pick up times would be staggered.

Open meeting

The Chairman proposed that the Parish Council would be very happy to agree with this development, provided problems with the pitched roof were sorted out. Seconded by Cllr Double. Unanimously agreed.

Close meeting

Borough Councillor's Report

Battery recycling: Councillor Rushbrook spoke about the UK's largest battery recycling trial to recycle all sorts of used and part-used batteries., with the exception of car batteries, which were not included. She said the Borough Council were trialing this and most of the areas in the village had been given magenta and white bags to dispose of batteries in; when full this can be left on top of, or attached to, the blue recycling bins on collection days.

County Councillor's Report

Health Scrutiny Committee: Councillor Knight reported that a joint meeting with Health Scrutiny was being held in Ipswich on 19 September 2007 in Ipswich. This meeting would be looking at delayed transfers of care from hospital to home. She said all aspects of this would be looked at and if any Councillors or Parishioners had evidence they could give her of where this practice is falling down, they could write or e-mail her with this.

School Organisation Review: Councillor Knight reported that Local Stakeholder Groups in Haverhill and Lowestoft had been meeting to consider the next steps for the School Organisation Review and options for the future. She said that there would be further Public Consultation starting in September and lasting about 14 weeks (public meeting dates would be advertised in local press).

Future structure of Suffolk County Council: County Councillor Knight spoke about a letter that was sent out by the Chief Executive's Directorate of Suffolk County Council. (The letter at this point was read out by the Chairman.) She said that both she and her fellow County Councillors didn't understand what the letter meant, but saw it as an effort to thin out the structure of the Suffolk County Council to make it less bureaucratic, and this was just the beginning of a huge re-structure. Councillor Knight said a proposal had been put forward so that all County Councillors see letters (like this one) before they are sent out and requested they be written in plain English for all to understand fully. She said that the County Council were facing a shortfall in funding over the next five years of £25,000,000.

Annex 1

Safer Neighbourhood Team Report

PC McKenna reported that all the SNT's were up and running and asked if Councillors had any village issues they wished to report. Issues raised were:

- Cars being driven onto Silver Street Park
- Break in at Kedington Community Centre
- Cars parking across entrances to properties near the Primary School
- Play equipment being vandalised
- Problems with smashed bottles around the Youth Shelter
- Parking at top of Mill Road, near to the junction with Haverhill Road.

PC McKenna said he was aware of some of these issues already, but would look into the ones not reported. The Chairman told PC McKenna that the Parish Council had received an e-mail from St Eds Rural South SNT to say that PCSO Carroll-Beer had been asked to patrol the Primary School at drop-off and pick-up times.

Cllr Cahill reported to the meeting that the SNT were having cards and leaflets printed ready for distribution to houses in the village.

St Edmundsbury Countryside Forum

Shaun Jarvis said he had attended the Forum as a representative of the Parish Council; he stated he was the only representative from a Parish Council at the meeting. The Countryside Forum meets twice a year, with the next meeting scheduled for December 2007. Mr Jarvis said that the Forum had made very little progress since their meeting in December 2006. Climate Change; Training for Tree Wardens; Wildlife Audits; Water Efficiency were issues discussed, but he felt there was not much action happening about these issues.

Cllr Cahill proposed a vote of thanks to Mr Jarvis and that he should be allowed to attend the Forum again in December 2007 as a representative of the Parish Council, if he wished to. Seconded by Cllr Double and agreed by all present.

6

Clerk's Report:

- Road in Barton Drive still closed. Suffolk County Council have sent notice to advise that the reason for closure is carriageway subsidence and the road will remain closed until 30 July 2007.

	<ul style="list-style-type: none"> John Goodyear from Suffolk County Council had advised that he hoped the bridge forming part of the new footway in Mill Road would be installed at the beginning of September. Mr Goodyear said he would like to see this scheme completed before the children go back to school for the Autumn Term. 	
	<ul style="list-style-type: none"> Ivett and Reed have been consulted about the repair to the damaged memorial stone. They were commencing work on the repair this week. Clerk has written to the parents to keep them informed. 	
	<ul style="list-style-type: none"> A Parishioner had asked if there was a possibility of the road leading down from the Church and over the bridge by the Water Mill being made into a one-way system. Parishioner said that on several occasions she has had to back up to make room for double-decker buses en-route around the village. Chairman requested Clerk to write to Bus Companies to ask if routes around the village be altered so they do not have to use road leading down from the Church. 	MF
	<ul style="list-style-type: none"> Reply received from SALC re holiday entitlement for Village Cleaner / Handyman. SALC confirmed if he is an employee with regular hours, then he should be entitled to holiday pay. This would apply to his work as Village Cleaner. Regarding sick pay, SALC suggested Parish Council contact ACAS for guidance. SALC also confirmed that as the Crossing Supervisor is paid a retainer for school holidays, she would not be entitled to holiday entitlement. 	
	<ul style="list-style-type: none"> New play equipment was inspected on Friday 13 July. Clerk had been informed by Mr Peter Byron that part of the cityscape mainframe equipment (board with steering wheel) had been broken off and dumped in the river. Mr Byron very kindly retrieved the item from the river and was now in parish office. Whilst inspecting the mainframe equipment Clerk noticed there were patches of rust coming through the plastic coating. Chairman requested Clerk to ask Playworld to inspect the equipment and to seek a replacement bracket for the play board. 	MF
6.1	<p>Consider further action (on action taken or reports received since last meeting: Cllr Cahill proposed the Parish Council pay holiday entitlement to the Village Cleaner. Seconded by the Chairman and agreed by all present. The Chairman requested the Clerk speak to the Village Cleaner to see if he would like to take holiday hours or have a pro-rata payment; he also requested Clerk to note this extra expenditure for Precept Meeting in November.</p>	MF
7	<p>Finance Committee</p>	
7.1	<p>Receive draft minutes and Financial Statements of 10 July 2007: Cllr Cahill read through the minutes and the following points were noted:</p> <ul style="list-style-type: none"> Asset Register – Insurance values to be compiled. Calford Green Cutting – Needs to be included when budget is set at Precept Meeting in November. 	TW/JC MF
7.2	<p>Audit 2006/2007: Cllr Cahill reported that the Annual Return was completed at the Finance Committee meeting on 10 July 2007. Annual Return was ratified by all Councillors present and signed by the Chairman.</p>	Annex 2
7.3	<p>Consider any matters arising from 12 June 2007 minutes: Cllr Cahill stated that a local newspaper had reported Kedington Parish Council had grant aided a playgroup in another village; he said this statement was completely untrue. Councillors agreed that if Cllr Cahill could find the actual report, the newspaper should be asked to issue a correction.</p>	JC

8	Office Accommodation (update)	The Chairman asked if Councillors had any suggestions for the relocation of the office, following the decision not to move into the Surgery. One suggestion was to approach Ketton Early Birds Playgroup with a view to incorporating the Parish Office in their new building. Another suggestion was to purchase and refurbish the current office. The Chairman asked the Working Party to look into this and report back.	WP
9	Affordable Housing Scheme	<p data-bbox="309 427 411 456">Update:</p> <p data-bbox="309 456 1272 551">Cllr Donoghue had nothing to report. The Chairman stated that a meeting had been held between Bidwells and the Head Teacher/Governors of the Primary School, but he had received no reports from this meeting.</p>	
10	Environmental / Grounds Maintenance Matters	<p data-bbox="178 642 670 672">10.1 Risbridge Meadow (update):</p> <p data-bbox="309 672 1272 734">The Chairman read from an e-mail received from Dave Bax, Ranger at East Town Park; main points being:</p> <ul data-bbox="359 763 1272 1223" style="list-style-type: none"> <li data-bbox="359 763 1272 826">▪ Timber steps with handrail have been constructed down into the meadow from Cordwainer Close. <li data-bbox="359 855 1272 947">▪ Wire fencing next to main entrance in Mill Road has been repaired to stop people making a short cut into the meadow across the raised wild flower section. <li data-bbox="359 976 1272 1039">▪ Installed two new dog-waste bins; one at Mill Road entrance and the other at the bottom of the timber steps. <li data-bbox="359 1068 1272 1223">▪ Three “rustic” bench seats have been installed in positions agreed with the volunteers. First one along the wood chip path alongside the river; second one at main entrance end of shrub belt, below the houses near to the area containing the Bee Orchids and the third one at the NW end of the meadow under a group of Sycamore trees. <p data-bbox="309 1252 1272 1496">Cllr Donoghue asked if the path has been moved nearer to the river. With the Chairman’s permission, Mr Jarvis replied that the path was in the same place and that the river would not be seen unless vegetation was cut down. Mr Jarvis said that more volunteers would be needed in the autumn to plant around another 500 trees. He said that the present work was being done by about six people and more volunteers were required on a Wednesday between 10.00 a.m. and 1.00 p.m. Cllr Rowsell asked whether the school might liked to be involved in tree planting.</p> <p data-bbox="309 1525 1272 1590">The Chairman extended his thanks to Mr Jarvis and the Wildlife Group on behalf of the Parish Council for all their hard work on the meadow.</p>	
10.2	Revised specification for Autumn Flailing (update):	The Chairman reported that he and the Vice-Chairman had re-written the specification. The specification was revised to read Autumn Cutting. Hedges would be cut not flailed; all work areas would be required to be left tidy. The contract would be put out to tender in accordance with Best Value practice.	MF
10.3	Tree Warden Vacancy (update):	Peter Byron has agreed to take on the position of Tree Warden on a temporary basis. Clerk will notify St Edmundsbury Borough Council.	MF

10.4 Mowing in Riverside Conservation Areas:

The Chairman reported that the Wildlife Group used to carry out this work. Cllr Rowsell said that nettles were now very overgrown. With the Chairman's permission, Mr Jarvis spoke and said that the area may look unsightly, but it is important for wildlife habitat. He added that "Red Admirals" (butterflies) laid their eggs in stinging nettles and all sorts of invertebrates lived in this area, providing food for birds, and there were also lots of field voles living in this habitat.

Cllr Cahill said that as Risbridge Meadow was now declared a Wildlife Area was it necessary for the village to have another one as well. The Chairman said that a past referendum held in the village showed they wanted the riverside as a designated conservation area for wildlife, so thought it should remain until parishioners request otherwise. It was agreed by a majority vote of 4 : 2 with one abstention that the area should be cut and requested the Clerk to contact Debden Vale to see if they could assist with this.

MF

10.5 Any other environmental/grounds maintenance matters:

The Chairman read from an e-mail sent by Peter Byron informing that a large branch has broken off one of the trees at the Westward Deals end of Church Walk.

Two e-mails had been received from Mrs Susan Berridge.

The first was about a tree that had a fallen branch on Watermill Field. Mrs Berridge said that with the Parish Council's permission, Mr Berridge had taken away the branch, but on close inspection, it was clear that the tree was under enormous stress because in its infancy, the branches not been pruned. Mrs Berridge also reported that there were signs of stress in two more areas of the trunk, one of which was cracking slightly under the weight of another large branch. She asked if the Parish Council could make a decision on whether to prune any more branches before they break off, adding that how long the tree may last without further pruning could not be foretold. Mrs Berridge said that this analysis also applied to some tree on the riverside walks.

The second e-mail reported that a very large branch at right angles to the tree trunk had broken partially from an Ash tree on the riverside walks areas where paths 2 & 3 are located on the watermill side of the Cut. Mrs Berridge said that the branch was still substantially attached to the tree, resting on the ground and it was the sheer weight of the branch that had caused it to collapse.

The Chairman requested that Cllr Garner inspect these trees and report back to the Parish Council at the next meeting.

PG

Cllr Donoghue reported that the hedge on the Watermill Bridge between the Riverside Walks has also grown a lot and could be dangerous. The Chairman proposed that this could be included as an extra job to the Autumn Cutting; seconded by Cllr Cahill. Unanimously agreed.

Cllr Double reported that there were still problems with sewerage/drains at the top of the village.

11 Highway/Footpath/Street Furniture Matters

11.1 Lay-By in Haverhill Road (update):

The Chairman read an e-mail received in reply to the Parish Council's letter sent to Highways Department saying they were not in favour of filling in and grassing the lay-by. The e-mail stated that Highways accepted the comments made by the Parish Council and they would not close off the existing lay-by. In answer to the Parish Council's suggestion to extend the lay-by, they replied it is not the County Council's policy to build lay-bys for residential parking as this benefits very few people rather than the public at large.

11.2	Road Signs (update): Clerk reported that new signs had been erected in Mill Road before and after the bridge, in conjunction with works on the new footbridge.	
11.3	Wooden Gates (update): Clerk reported that County Councillor Knight had agreed to provide £1000 from her Locality Budget towards the cost of the gates if the Parish Council decides to install them. Peter Ingram from Suffolk County Council's Environment and Transport Department has agreed to send some specifications and costings.	
11.4	School Crossing (update): Kevin Shipp from Suffolk County Council will be putting in an order for the lining works in West End Lane. He was still waiting to hear if he has received minor works funding, which would enable him to go ahead with the dropped kerb to assist the crossing point.	
11.5	Lay-By in Hundon Road: Clerk reported that she had made enquires for the cost to tarmac the lay-by in Hundon Road, known as "Alfie's parking bay". Guy Smith, from Suffolk County Council's, Environment and Transport department said the cost would be approximately £3,900. Guy Smith said his Department would provide £1000 towards the cost. Alfie's family said they would probably be able to contribute as well. County Councillor Knight said she could provide £1000 from her Locality Budget, but payment would have to go to the Parish Council as she was not allowed to use her budget for individual cases. Cllr Double suggested the Clerk should also seek funding from the Disablement Board. The Chairman said that it may be possible for the Parish Council to contribute towards the cost, and requested the item be placed on the agenda for the September meeting.	MF
11.6	Any other highway/footpath/street furniture matters: Cllr Double requested that costing for "rumble strips" be sought for the entrances to the village on the Haverhill and Sturmer Roads. The Chairman and Cllr Cahill said they thought they were not needed, but the Chairman agreed for the Clerk to obtain a price and for this to be discussed at the September meeting. The Clerk was also requested to contact the Parish Clerk from Cavendish to find out about costs for the electronic slow down signs that they have.	MF MF
11.6.1	School Parking (update): PCSO Carroll-Beer will be patrolling the school area at drop-off and pick-up times. Guillotine With the time at 21.45 p.m. the Chairman asked Councillors if they would like to raise the guillotine. It was proposed by Cllr Garner and seconded by Cllr Rowsell that the guillotine should be raised by fifteen minutes. Agreed by all present.	
12	Housing / Planning	
12.1	Applications for discussion at meeting:	
12.1.1	Ketton Early Birds: Already discussed under agenda item 5.	

- 12.2 Planning Applications – Observations conveyed by Parish Council:**
Land to rear of Nos 4, 5, 6 Relocation of garage (revised scheme)
School Crescent, Kedington
Acceptable
- 12.3 Planning Applications – Decisions received from Borough Council:**
17 Mill Road: Sub-division of existing dwelling to form two
Granted dwellings (resubmission).
- 12.4 Any other housing/planning matters:**
None.
- 13 Consultations**
- 13.1 School Organisation Review – Moving Forward Newsletter:**
This will be circulated to Councillors.
- 13.2 Community Safety in Suffolk:**
This will be circulated to Councillors.
- 13.3 The future structure of Suffolk County Council:**
Letter read out to Councillors under agenda item 5. No further action needed.
- 14 Any other reports (on-going matters)**
None.
- 15 Events**
- 15.1 Nominations:**
- 15.1.1 Western Suffolk Local Strategic Partnership – Annual Conference Notification:**
No nominations.
- 15.2 Councillor absences (update):**
These were noted by Clerk.
- 16 Any other business (new matters)**
None

MF

MF

The date of the next meeting will be Tuesday 18 September 2007 at 7.40 p.m.

The meeting closed at 21.50 p.m.

Signed:

Date: