

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16 SEPTEMBER 2008
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present: Cllr John Cahill – Chairman of Parish Council
Cllr Peter Donoghue
Cllr Peter Garner
Cllr Graham Nicholson
Cllr Zoe Palmer
Cllr Peter Rowsell

Ms Marion Farrant (Clerk)

In attendance: Borough Councillor Mrs Marion Rushbrook; Mr Fred Phillips (Press); Mr Shaun Jarvis (Wildlife Group).

		ACTION
1	<p>Parishioners' Question Time</p> <p>Mr Jarvis expressed an interest in agenda item 10.1 and 10.2, adding his apologies for not attending the meeting arranged with Thurlow Estate. Mr Jarvis reported that the Rowan Tree planted on Watermill Meadow in memory of his son, had been damaged by Herald Contract Services when carrying out cutting on the meadow. Clerk will report this to Herald.</p> <p>The Chairman read out a letter sent by Jane Helliwell, thanking the Parish Council for the bouquet of flowers she received following her retirement from Kedington Library.</p> <p>Open meeting</p>	MF
2	<p>Welcome and apologies</p> <p>The Chairman welcomed Cllr Zoe Palmer (who was returning to Parish Duties following her Maternity Leave) and all others present. Apologies for absence were received from Cllr Terry Wheeler (Holiday), Cllr Gloria Double (Health), County Councillor Karen Knight (prior engagement).</p>	
3	<p>Minutes of last meeting held on 15 July 2008</p> <p>Cllr Donoghue asked if the Vacancy to co-opt a new Parish Councillor had been advertised. Clerk reported this would be done before next meeting. The minutes of the last meeting were then agreed as a true record. Proposed by Cllr Rowsell and seconded by Cllr Nicholson.</p>	MF
4	<p>To accept members' Declarations of Interest on agenda items</p> <p>Cllr Donoghue declared an interest in agenda item 9 as he was reporting to the Parish Council.</p> <p>The Chairman read out a letter received by the Clerk from Joy Bowes, Monitoring Officer with St Edmundsbury Borough Council. The letter had been sent to all Parishes following a request from the Standards Committee to remind Parish Councillors that under the Code of Conduct, there is an obligation for all Parish Councillors to update their Registers within 28 days of any changes occurring to the interests that have to be declared there, such as moving house, changing jobs, etc. In accordance with the Law, the Monitoring Officer has to keep a copy of each Councillor's register, with another copy being retained by the Clerk so it can readily be inspected by local people.</p> <p>Close meeting</p>	

5 Visitor's Reports

Borough Councillor Marion Rushbrook reported:

Boundary Committee:

Cllr Rushbrook reported that consultations on the Boundary Committee's recommendations for local government had to be back with them by 26th September 2008. The Boundary Committee would consider and review the consultations before making recommendations to Government in December 2008, with a final decision expected in February 2009. Cllr Rushbrook said St Edmundsbury Borough Council had been consulting and working with Forest Heath and Waveney District Councils to oppose the current proposal and would present evidence supporting unitary councils for East Suffolk, West Suffolk and North Haven (Ipswich and Felixstowe area) to the Boundary Committee.

The Chairman stated that the Parish Council had received various letters from different organisations, stating their views. He added that the consultation period had been very short and Councillors agreed that they did not have enough time to digest the documentation in the timescale allowed.

WOS UP – Rural Youth Project 2008

Cllr Rushbrook reported that this project was proving to be successful. The WOS Up Team has been visiting the village on Thursday evenings and engaging with youths in the village and those using the Youth Shelter. The aim of the project was to consult with young people on the kinds of activities they would like to see happen in their local area. Cllr Rushbrook said she would be speaking to Steve Brown from the KCA to get his views on the project and how it was progressing. Cllr Garner said he had also met with members of the WOS Up Team about issues with the Youth Shelter.

MF

Open meeting

6 Clerk's Report

Correspondence:

Letter received on 18 July 2008 from NATS re Terminal Control North – Consultation. Letter confirmed that the views of Kedington Parish Council have been logged as part of the consultation and these will help to form the Consultation Feedback Report published on the NATS website. Letter assures that comments received during the consultation process will be taken into account in finalising the airspace change proposal to be submitted to the Civil Aviation Authority for approval.

Suffolk Emergency Planning letter and questionnaire about Kedington Cemetery have been forwarded to the Parochial Church Council for completion.

Parochial Church Council have been sent a letter, together with the copy of the report on the Lime Trees in the Churchyard. The letter also included confirmation from Highways that the erosion of the bank outside the Church is not within the Highway Boundary. Letter asked for feedback to the Parish Council, but to date none has been received.

Letter received from Borough Councillor Mrs Lynsey Alexander, Portfolio Holder for Culture and Sport with St Edmundsbury Borough Council, thanking Parish Council for writing to her expressing gratitude and praise for the work done on Risbridge Meadow by the Parks & Landscape Department, East Town Park Rangers and Volunteers. The letter went on to say Councillor Alexander hoped to visit Risbridge Meadow in the near future with St Edmundsbury's newly appointed Parks Manager, Damian Parker.

E-mail sent to St Edmundsbury Borough Council to inform that Parish Council would not be submitting bid to purchase Mobile Skate Park Equipment and Trailer.

E-mail sent to St Edmundsbury Borough Council requesting that the two payphones scheduled for removal (following B T Consultation), will be removed quickly to alleviate vandalism. It was also requested that all groundwork be made good for safety of Parishioners.

Crossing Supervision:

E-mail has been received from Ketton Early Birds, apologising for length of time taken to reply to letter from the Parish Council about crossing supervision for their wrap-around-care service. Ketton Early Birds advise they currently have no budget to pay for crossing supervision, but will be discussing the matter at their next committee meeting, which is due to be held in the middle of September.

Highways / Footpaths:

Suffolk County Council have confirmed that the order to replace the Footpath Sign at the bottom of Church Walk has been sent to their contractors.

Proposed Closure of Kedington G.P. Surgery:

Clerk contacted Christmas Maltings Surgery in Haverhill and was informed the Primary Care Trust made no decision at their meeting in July. The matter had been deferred to their September meeting.

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

None.

7 Finance Committee

7.1 Consider any matters arising from 08 July 2008 minutes:

None.

7.2 Receive draft minutes of 09 September 2008:

The Chairman went through highlights of the minutes. He explained that ratification of proposals would be needed because the Finance Committee was only just quorate.

- Budget statement effective 31 July 2008 was satisfactory with 25% of the budget spent, leaving £30,028 in hand.
- Budget statement effective 31 August 2008 was satisfactory with 34.5% of the budget spent, leaving £26,159 in hand.
- A new budget heading had been recommended for transactions in connection with the new office building. The heading name had been proposed as "Office Building Project".
- A transfer of £5000 from Bank of Ireland to Alliance & Leicester Girobank was recommended.

At this point Police Community Support Officer Debbs Carroll-Beer joint the meeting.

Close meeting

PCSO Carroll-Beer from the Safer Neighbourhood Team addressed the meeting and gave her report. The report covered six crimes committed between the period 15 June – 15 September 2008. Four crimes were for theft and two were for criminal damage. PCSO Carroll-Beer said that thefts of heating oil was still a problem, with oil being taken from unsecured oil tanks. The oil is being siphoned off into either a tank on the back of a van or into containers inside a van. She asked for Parishioners to be vigilant and report anything suspicious to the Police. PCSO Carroll-Beer also reported that lead is also being stolen from homes and businesses and not just from local churches. She advised any Parishioners that have lead flashings on their property, to think about protecting it with high visibility postcode marking or DNA paint products.

PCSO Carroll-Beer reported that PC McKenna was leaving the SNT next month to take up a post at Sudbury Police Station. She also informed members of the Parish Council about a "Safer St Edmundsbury", Public Meeting, being held in the Refectory at St Edmundsbury Cathedral, Bury St Edmunds on 7th October 2008 commencing at 7.00 p.m. The meeting is for people to have the chance to raise local issues with Chief Officers from Suffolk Constabulary and the Police Authority.

PCSO Carroll-Beer was asked questions about the Youth Shelter on the Great Meadow. She said that the Youth Shelter in Kedington was now part of a Police initiative called "STABS", where they would look into problem areas that were difficult to Police. PCSO Carroll-Beer said lighting at the Shelter was a problem.

Parking issues along Haverhill Road were again raised and PCSO Carroll-Beer said she would look into this.

The Chairman thanked PCSO Carroll-Beer for attending the meeting and giving her report.

Open meeting

7.2 continued

- £227.55 would be returned to the Local Heritage Initiative following the end of the project. Out of £2450 granted only £2222.45 had been spent, so the difference had to be paid back.
- Report would be sent to Parochial Church Council re Lime Trees in the Churchyard
- An alternative would be sought to replace the log roll around the planting beds in Silver Street Park.
- Church Walk – Cllrs Cahill and Garner will survey the trees in light of the disease affecting Horse Chestnut species.
- Rebuilding grit storage area on main KPC agenda.
- Grants – thank you letters received from Kedington Primary School, St Peter & St Paul Church Restoration Committee and West Suffolk Voluntary Organisation for the Blind.
- Grant application from Vitalise declined.
- Stationery order for A4 Copy Paper and Laminating Pouch ratified.
- Cheques for Petty Cash and St Edmundsbury Planning Department paid out in August 2008 were ratified.
- Nine payments and one Direct Debit totalling £3916.42 were approved by Mr Cahill and Mr Garner.

7.3 Ratify recommendations made at Finance Committee meeting on 09 September 2008:

All Councillors were happy to accept recommendations made at the Finance Committee meeting. Proposed by Cllr Palmer, seconded by Cllr Donoghue and agreed by all present.

7.4 Ratify price increase received from St Edmundsbury for emptying Dog / Litter bins:

The Chairman read from an e-mail received from St Edmundsbury Borough Council stating the contract annual price for 2009/09 had been increased by 4% to £1044.42. The Parish Council are charged under a contract annual price and not on individual bin empties. It was proposed by Cllr Garner, seconded by Cllr Rowsell and agreed by all present that this price and increase should be accepted.

8 Youth Shelter – Receive Report

Cllr Garner reported that the Youth Shelter had been trashed recently and was littered with broken glass; excrement; vomit and used sanitary items. Cllr Garner extended his thanks to the Village Handyman for his willingness and resolve in cleaning up the area and to villagers who helped clear up broken glass.

The Chairman reported the Parish Council had received two letters from Parishioners complaining about the Youth Shelter. He acknowledged there was a problem with lighting the Shelter and reported that at a recent Safer Neighbourhood Team meeting he attended, it was apparent that the Police were not as supportive of Youth Shelters as they used to be. The SNT suggested that Parish Councils engage youths as to how they want Youth Shelters managed.

The Chairman sought individual views from Parish Councillors and it was agreed that Parishioner's views about the Youth Shelter should be sought via the next Chairman's Letter. It was further agreed that a Notice should be placed on the Youth Shelter, stating that the youths must take more responsibility. A slogan saying "Abuse It - Lose It" was also suggested. It was unanimously agreed to review the matter in six months.

MF

9 Office Accommodation (update)

Cllr Donoghue reported that the Landscape Officer from the Planning Department was seeking more evidence that the footings for the new office building would not interfere with the roots on the protected Sweet Chestnut Tree. After discussion it was unanimously agreed that the Parish Council should enlist R.M.S. Tree Services to dig a trench / trial hole, two feet deep, to survey the roots of the tree and that this should be done as soon as possible. Cllr Donoghue said he would mark out where the trench / trial hole should be dug. Cllr Garner said he would speak to R.M.S. Tree Services to ask him to undertake this work. It was agreed that the work should be charged at an hourly rate.

PD

PG

10 Environmental / Grounds Maintenance Matters

Close meeting

10.1 Risbridge Meadow (update):

Mr Jarvis stated that grass cutting would soon be undertaken. No other matters to report.

Open meeting

10.2 Report on meeting with Thurlow Estate re trees on Riverside Walk:

Cllr Garner reported he had met with Mr Frank from Thurlow Estate and surveyed the trees along Riverside Walk. Cllr Garner states that they found nothing that was of any danger and the dead tree already reported could be removed.

10.3 Church Walk Trees:

The Chairman reported that recent reports in the press had revealed that Britain's horse chestnut trees were under threat in blight as bad as Dutch elm disease. He added that the trees are being hit by drought, pest attack and disease. The Chairman said in light of this report, he and Cllr Garner would be looking at the trees on Church Walk as a source of concern. He said the trees were on private property and it was up to the Parish Council to ensure that landowners should take responsibility for diseased trees.

10.4 Any other environmental / grounds maintenance matters:

Cllr Rowsell reported increased rubbish around the village. Agreed this would be monitored.

11 Highway/Footpath/Street Furniture Matters

11.1 Discuss and agree new specifications for rebuilding grit storage area:

The Chairman explained this was discussed at the Finance Committee meeting and deferred to the Parish Council meeting due to change in the previous specification drawings compiled by Cllr Donoghue.

Cllr Donoghue explained that whilst doing the drawings for rebuilding the grit storage and bottle bank area (from an original sketch by Cllr Wheeler), he spoke to Steve Brown from the KCA about the wheelie bins sited in front of the Community Centre. He thought it would be an idea to include a drawing to re-site the wheelie bins near the trees so they would not be so visual when the front of the building changed. He added Steve Brown was in agreement with this, so it was included in the specification/tender, asking contractors to give separate prices.

11.2 **Any other highway/footpath/street furniture matters:**

Silver Street Park – tarmac path being lifted due to tree roots. Clerk confirmed County Council had been informed.

Sign at bottom of Barton Grove – detached from fixing pole. Clerk confirmed St Edmundsbury Borough Council have been informed.

Cllr Donoghue reported concrete path on Westward Deals near 144A in poor state of repair; nettles also coming through fence. All agreed that Village Handyman should be asked to cut down nettles. Cllr Donoghue to find out cost of repairing path.

PD

Guillotine

The time being 9.45 p.m. it was proposed by the Chairman, seconded by Cllr Nicholson and agreed by all to raise the guillotine for 15 minutes.

At this point and with the Chairman's permission, Cllr Palmer and Mr Jarvis left the meeting.

12 **Housing / Planning**

12.1 **Applications for discussion at meeting:**

None.

12.2 **Planning Applications – Observations conveyed by Parish Council:**

6 Kings Hill, Kedington Acceptable	(i) Erection of front porch; (ii) Construction of access from highway with associated parking area.
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Rowans House Calford Green Acceptable	(i) Erection of cart lodge with attached summer-house and workshop; (ii) Associated parking and turning area.
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Dingle Dell Cottage Silver Street, Kedington Acceptable	Listed Building Application – Replacement of existing flat roof over bathroom with thatched "eye brow".
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12.3 **Planning Applications – Decisions received from Borough Council:**

Ketton Chambers Granted Temporary Permission for two years	Retention of siting of modular office (for a two years).
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6 Kings Hill, Kedington Granted	(i) Erection of front porch; (ii) Construction of access from highway with associated parking area.
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Rowans House Calford Green Granted	(i) Erection of cart lodge with attached summer-house and workshop; (ii) Associated parking and turning area.
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Dingle Dell Cottage Silver Street, Kedington Granted	Listed Building Application – Replacement of existing flat roof over bathroom with thatched "eye brow".
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12.4	Any other housing/planning matters:	
12.4.1	Receive letters re Planning Application SE/08/0609: The Chairman read out copies of letters sent by Mr Swann to the Chair of St Edmundsbury Borough Council Planning Committee and Ms Gemma Pannell, St Edmundsbury Planning Department following their decision to allow Ketton Chambers temporary planning permission for two years to retain modular office building. These copies will be added to the Planning File.	
12.4.2	18 Mill Road, Kedington – Receive letter from Planning Department: The Chairman read out a letter from the Planning Department regarding the mobile home within curtilage of the property. The Planning Department will carry out research and may need to visit the site.	
13	Consultations	
13.1	B T Payphone Consultation (update): The Chairman stated a letter had been received from St Edmundsbury Borough Council about a new scheme which had been introduced called “Adopt a Kiosk”, which allows any Parish or Community Council to apply to take ownership of any red telephone kiosk with the payphone mechanism in place. After discussion, it was unanimously agreed that the Parish Council would not be interested in the scheme.	
13.2	Boundary Committee (update): This item was covered in Borough Councillor Rushbrook’s report.	
13.3	Policing Green Paper (received from SALC): This item will be circulated to all Councillors.	
14	Any other reports (on-going matters)	
14.1	Review of Safer Neighbourhood Teams: This item will be circulated to all Councillors.	
15	Events	
15.1	Nominations:	
15.1.1	Planning Parish Conference – 29th September 2008: The Chairman will attend this event and report back to Councillors..	
15.1.2	St Edmundsbury Borough Council “The Big Tidy Up”: It was agreed that the information should be given to Mr Watts to see if he would be willing to co-ordinate this event	MF
15.1.3	St Edmundsbury Borough Council Countryside Forum – 24th September 2008: Mr Jarvis had indicated that he was willing to attend this event on behalf of the Parish Council. Unanimously agreed by all that Mr Jarvis should attend and claim necessary expenses.	MF
15.1.4	Suffolk Preservation Society – “Local Development Frameworks – getting the best for your Community” 19th November 2008 No uptake.	

15.2 Councillor absences (update):
The Clerk noted Councillors absences.

16 Any other business (new matters)

Cllr Rowsell asked if the Parish Council could contact Sgt Ireland in respect of the onset of the KCA's Bonfire Night event. He said the event was always well attended but roads in the village struggled with such a heavy flow of traffic and parked cars.

Cllr Donoghue reported he had attended a conference on Affordable Housing in Elmswell, which had been hailed as the exemplar example. He reported the homes built were all eco friendly and built on land owned jointly by the Parish and Borough Council. The cost of the project was heavily subsidised.

The date of the next meeting will be Tuesday 21 October 2008 in the Library, Arms Lane, Kedington, commencing at 7.40 p.m.

The meeting closed at 10.05 p.m.

Signed:

Date: