MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 21 OCTOBER 2008
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON

***Present**:*

Cllr John Cahill – Chairman of Parish Council
Cllr Terry Wheeler – Vice-Chairman of Parish Council
Cllr Peter Donoghue
Cllr Peter Garner
Cllr Peter Rowsell

Ms Marion Farrant (Clerk)

In attendance: County Councillor Rev Karen Knight; Borough Councillor Mrs Marion Rushbrook; Mr Fred Phillips (Press); Mr Shaun Jarvis (Wildlife Group); Simon Pickering – Youth & Community Development Officer, St Edmundsbury Borough Council; Karl Huggins – S.C.A.R. There were also five youths accompanying Mr Huggins but they did not sign the attendance register.

ACTION

1 Parishioners' Question Time

Mr Jarvis expressed an interest in agenda items 13.1, 13.2 and 13.3.

Mr Huggins introduced himself from an organisation called S.C.A.R, stating he had been working with young people in the village as part of the Borough Council's initiative called "WOS UP" – Rural Youth Project 2008. Mr Huggins said the project had received a great response from young people and the feedback received had been very positive. A varied mix of activities had been offered with the young people experiencing accessing the internet; C.D. mixing and football. Mr Huggins added information and advice was also given to the young people on drugs; alcohol and sexual awareness. Mr Huggins said the programme was finishing on 27 October 2008 with a 5-A-Side Tournament on the Great Meadow.

Mr Huggins acknowledged the problem of lighting for the Youth Shelter and said he had passed on information to Borough Councillor Marion Rushbrook about solar lighting, which could be made available if a grant was applied for from the Youth Opportunity Fund, but the application would have to be put in via the Parish Council. The Chairman said he had spoken to Mr Pickering about the lighting and was told this was vandal proof. Mr Huggins said lighting was something the young people wanted for the Youth Shelter and was needed for safety aspects. The Chairman replied that the young people would need to be proactive in this matter and take more responsibility to ensure that the Youth Shelter was not vandalised as it had been over recent weeks. The young people agreed with this, stating that the vandalism was down to one or two youths who were disruptive.

Mr Huggins said he would go through the application paperwork with the young people, adding that solar lighting would cost in the region of £2500 plus v.a.t. He said the lighting carried a two-year warranty, but after this time maintenance would be the responsibility of the Parish Council, adding this would mainly be for new bulbs as the solar panel is on a pole. The Chairman asked if the lighting would cause a nuisance to nearby residents. Mr Huggins replied that it was not a spotlight so should cause no problems, especially as the Youth Shelter was located at the far end of the Great Meadow. Cllr Wheeler asked if the light could be set by a timer. Mr Huggins replied he did not know the answer to this, as there is probably only one company in the U.K. who supplied this type of lighting. Cllr Wheeler also asked what percentage of funding could be expected. Mr Huggins replied that normally the full amount is granted, especially if there are safety reasons why the light needs to be installed. The Chairman asked the young people if they were prepared to put in the application, they all replied they were.

The Chairman asked how many young people accessed the ”WOS-UP” initiative. Mr Huggins said that each week the project had been running there were approximately 15-16 young people. The Chairman asked the young people what other facilities they would like to see available. They replied that they would like a basketball court, similar to the one on Motts Field in Haverhill; they said they would also like to re-paint the Youth Shelter. Mr Pickering stated that if the young people painted out the graffiti, he knew of a professional painter who specialised in painting murals for youth projects and could be employed to do the inside of the shelter for approximately £300 per day, including materials. Mr Pickering said that funding to do this work might be available, as money from the sale of the Borough's Mobile Skate Park was put in to the "WOS-UP" project. Mr Pickering said an example of the painter's work could be seen on the inside of the 5-A-Side pitch at the Burton Centre (Library complex) in Haverhill.

Cllr Garner suggested that a lighter base colour might be needed for the inside of the Youth Shelter. Mr Huggins replied this would probably be beneficial, but the outside could be kept in the same colours.

Mr Jarvis said it was apparent that more facilities were needed for the young people and asked about re-instating the Youth Club that was previously run in the village.

Cllr Wheeler replied that the Youth Club previously run, was local government funded, which paid for the hire of the Community Centre and professional Youth Workers to run the sessions. After funding was withdrawn the Youth Centre was run on a voluntary basis for a short time before closing altogether. Cllr Wheeler stated a Youth Centre needed to be run on a professional basis, with trained Youth Workers and funding was not available for this. Mr Huggins agreed with this saying that enthusiasm wears off with Volunteers, as they hit barriers they cannot overcome.

Mr Pickering said he would discuss Mr Jarvis' suggestion with Community Education and Youth Workers in Haverhill. The Chairman asked the young people how many of them would use a Youth Club; they replied they all would.

Open meeting

The Chairman sought views from Councillors about the Youth Shelter:

Cllr Wheeler said his opinion was that the Parish Council should pursue the grant for solar lighting. He said there was enough paint left to repaint the outside of the Youth Shelter and with inside could be done in conjunction with the young people. Cllr Wheeler said he felt the Youth Shelter should be reprieved for another 12 – 18 months, but if the vandalism continued it should be removed after this time. Cllr Wheeler said the Parish Council should give the young people an opportunity to be involved and also think of further development for play equipment for the upper age limit, i.e. by providing a basketball court.

Cllr Rowsell said he still had issues with vandalism and wondered if the solar lighting would be a beacon to attract more.

Cllr Donoghue agreed with Cllr Wheeler's comments and thought the Parish Council should "give it a good go".

Cllr Garner agreed with all comments made, but said the Youth Shelter would still need Policing, to prevent more vandalism.

Cllr Wheeler proposed a motion to go ahead with lighting, painting and looking in to the provision of a basketball court. This motion was seconded by Cllr Garner and agreed by all present.

Close meeting

The Chairman asked the young people if they were happy with the proposals and prepared to take more responsibility for the Youth Shelter. The young people said they were happy on both counts and would even be prepared to do some fundraising for the basketball pitch.

Mr Huggins said he would do the application for solar lighting but would need banking details from the Parish Council.

The Chairman asked the young people for a named contact who could be their spokesperson. Andrew Smith put his name forward. The Chairman said the Parish Council would liaise with Andy about painting. Mr Pickering said the Borough Council would support this with funding and suggested it may take the form of a Sat/Sun workshop. He added he would also do the groundwork about the Youth Club and report back.

Cllr Wheeler suggested the Parish Council should have a working party for the project. Cllrs Garner, Donoghue and Rowsell agreed to be on the working party, with Cllr Rowsell agreeing to be the Parish Council point of contact for the young people.

Mr Pickering thanked Councillors for allowing himself, Mr Huggins and the young people to attend the meeting, adding it had been very positive.

Mr Pickering, Mr Huggins and the young people then left the meeting.

Open meeting

2 Welcome and apologies

Apologies for absence were received from Cllr Gloria Double (Health); Cllr Zoe Palmer (Health) and Cllr Graham Nicholson (prior engagement).

The Chairman read out a letter received from the Speech and Language Therapy Adult Service at Newmarket Hospital re Cllr Double and her condition known as aphasia. The Chairman stated that Cllr Double hoped to be able to attend Parish Council meetings again in November and the purpose of the letter was to set out ground rules showing how Cllr Double can be supported to enable her full communicative potential when participating in Parish Council meetings.

It was noted that in the past, Parish Council meetings have been conducted in an informal manner. It was agreed that following receipt of this letter, Parish Council meetings should follow a formal approach, with all matters being conducted through the Chair. The Chairman said he would re-iterate this procedure at the beginning of the November meeting and also read out the letter again for the benefit of Councillors not present at this meeting. It was noted that Cllr Double had informed the Chairman, that she would be attending the next KCA meeting. JC

3 Co-option of Parish Councillor – receive, discuss and vote on applications

The Chairman read out a letter received from Mrs Jennifer Bradnam, stating her interest in becoming a Parish Councillor. Mrs Bradnam was unable to attend the meeting in person as she was taking a group of children and their parents to South Africa. It was agreed that with three Councillors absent, a vote would not be taken and Mrs Bradnam would be invited to attend the next meeting. Clerk will refresh Vacancy Notices and these will be left on Notice Boards until the next meeting. MF

4 Minutes of last meeting held on 16 September 2008

The minutes of the last meeting were agreed as a true record. Proposed by Cllr Garner and seconded by Cllr Donoghue.

5 To accept members' Declarations of Interest on agenda items

Cllr Wheeler declared an interest in agenda item 8.3. Cllr Donoghue declared an interest in agenda item 10.1 as he was reporting to the Parish Council and agenda item 10.2.

Close meeting

5 Visitor's Reports

County Councillor Rev Karen Knight reported:

Boundary Committee:
Councillor Knight reported the Boundary Committee had extended their consultation period by 7 days. Councillor Knight reported that responses to the Boundary Committee's recommendations requested via notices in newspapers were very low with 53% in favour of a unitary council and 20.64% wanting no change to the present system. Mr Jarvis asked what proportion of the public were the 53%? Councillor Knight replied they were the proportion of the 1182 people who sent in responses. Councillor Knight added that Councils would have the chance in December to give their views on the final recommendations. The Chairman said that it seemed like Parish Councils had been bombarded with information and then given little time to respond. Councillor Knight said she was aware the timings with consultations were not good, i.e. over summer and Christmas holiday periods.

Locality Grants:
Councillor Knight said the budget for her Locality Grants had been spent for the current financial year, adding a wide variety of organisations in Kedington and Haverhill had been supported. Councillor Knight asked for bids for the next financial year should be put in for consideration now.

County Councillor Rev Karen Knight then left the meeting.

Borough Councillor Marion Rushbrook reported:

"WOS-UP" Project:
Councillor Rushbrook said she was pleased that the "WOS-UP" Team had attended the meeting, adding she hoped that another project might be run at Easter time in 2009.

Bus to Cineworld in Haverhill:
Councillor Rushbrook stated that due to Health & Safety issues and cost she was unable to get a regular bus route to take people to the new cinema in Haverhill.

Kedington G.P. Surgery:
Councillor Rushbrook said she was delighted with the news that the G.P. Surgery in Kedington would remain open until April 2010.

Schools Reorganisation:
Cllr Rowsell asked Councillor Rushbrook if she was aware that in the North of the county, parents have fought against the introduction of a two-tier system in schools and won. Councillor Rushbrook said she was not aware of this, as Schools Reorganisation was something dealt with by County and not Borough Council.

Open meeting

7 Clerk's Report

Correspondence:
Clerk read out Chief Executive Briefing received from NALC re current Banking Crisis.

E-mail received from Sgt Neil Ireland, (Safer Neighbourhood Team), stating the process for requesting traffic calming on Haverhill Road has to be done through County Council. He added the Police will support measures on this road and they will continue to conduct checks, last one carried out on 16th October 2008.

Letter has been received from Tony Farr apologising to the Parish Council for his action of inadvertently mowing over the grave of a Parishioner's late husband. Mr Farr has been to see the Parishioner to apologise to her personally and offered to rectify his mistake by replacing the plants on the grave next Spring.

E-mail sent to Herald Contract Services about the damage their contractors did on Watermill Meadow to the Rowan Tree and stake around the tree. They have offered to replace the stake, but Mr Jarvis has declined this offer at the present time, saying he will see how the tree fares without it. Herald have been asked to ensure their contractors do not strim or cut near to the trunk of the tree to avoid further damage. Mr Jarvis is considering put a tree guard around the bottom of the tree.

A Parishioner (Mr Gawthrop) who lives in Mill Road has expressed his thanks to the Parish Council for all their efforts and hard work fighting against the proposed closure of the G.P. Surgery.

Crossing Supervision:
Letter has been received from Ketton Early Birds to inform Parish Council that they would not need the Crossing Supervisor to work extended hours to cover children going to and from pre-school. The morning session starts at the same time as that of the primary school and the afternoon also finishes at around the same time as the school. They extended their thanks to the Parish Council for offer of help.

Highways / Footpaths:
New road signs for Dash End (arrow pointing) and School Crescent (nos 8 – 15) are ready. Andrew Tipple from St Edmundsbury Borough Council has requested meeting with Clerk to discuss where they should be situated.

7.1 Consider further action (on action taken or reports received since last meeting):
None.

8 Finance Committee

8.1 Consider any matters arising from 09 September 2008 minutes:
None.

8.2 Receive draft minutes of 14 October 2008:
Due to Clerk's absence following Finance Committee meeting draft minutes were not available. With permission from the Chairman of the Finance Committee, Clerk read out relevant points from her draft notes.

Cllr Donoghue reported that he had received confirmation from the Builder contracted to carry out repairs to the Gazebo in Silver Street Park that the original prices quoted were still current. It was proposed by Cllr Wheeler and seconded by Cllr Rowsell that the work should go ahead following receipt of cheque from insurance claim. Cllr Donoghue will speak to the builder. PD

8.3 Ratify tender for rebuilding grit storage area:
At this point, Cllr Wheeler declared an interest and left the meeting.

The Chairman reported that five builders were invited to quote for the work. Only two responded and their quotations were read out in accordance with the drawings and specification sent to them:

C.L. Davis

Grit Store	£1380 + VAT
Bottle Bank	£1460 + VAT
Wheelie Bin Compound	£1870 + VAT

Steven Wheeler

Grit Store	£668.72 (no VAT)
Bottle Bank	£869.88 (no VAT)
Wheelie Bin Compound	£770.45 (no VAT)

It was agreed to follow Finance Committee recommendation that the order for re-building the Grit Store and Bottle Bank area be awarded to Steven Wheeler. Proposed by Cllr Donoghue and seconded by Cllr Rowsell. The quotation for the Wheelie Bin Compound will be passed to the KCA for consideration as the Parish Council will not be paying for this work.

There was discussion re level of public liability insurance required by the Parish Council, as smaller contractors did not carry the £5,000,000 limit recommended by Suffolk Acre and Zurich Municipal. It was noted that the Parish Council would not attract contractors to do minor works if they expected them to have the £5,000,000 level of cover, and would accept £2,000,000 cover. Cllr Rowsell asked for it to be noted that he did not agree with this as it went against recommendations made to the Parish Council.

9 Youth Shelter

This item had been covered under item one of agenda.

10 Office Accommodation

10.1 Update:

Cllr Donoghue declared an interest and gave his report.

Cllr Donoghue reported that the excavation work to inspect the root span on the Sweet Chestnut Tree had been carried out by RMS Tree Services. A trench was dug out from corner of where office will be and the excavation showed that the footings would not interfere with the roots of the tree. Cllr Donoghue said he had sent report supplied by RMS Tree Services to Planning Department, adding that he thought if planning permission were granted for the new office, a condition of this would be that the tree must be protected while work is carried out.

The Chairman thanked Cllr Garner for initiating RMS Tree Services to carry out excavation work on the Sweet Chestnut Tree and for the speed in which this work was done.

Cllr Wheeler asked Cllr Donoghue whether he had anything to report about plans for the new roof to the Community Centre. Cllr Donoghue replied there was a question mark over whether the KCA would be able to obtain funding for a new roof, but if they couldn't, the plans would be amended to show a flat roof.

Cllr Wheeler asked Cllr Donoghue if it would be appropriate for the Parish Council to start seeking tenders for the work. The Chairman suggested that Cllr Double should be asked to raise the question about what stage the KCA are at with seeking funding for a new roof. Cllr Donoghue said grant applications can take a long time, and if the KCA do not get funding, Parish Council can go back to the Planning Department with amended plans. He added that estimates would be required for funding purposes.

10.2 Discuss project management and consider quotation:

Cllr Donoghue declared an interest in this agenda item but was allowed to remain in the meeting, provided he took no part in discussion.

The Chairman read from a letter sent to the Clerk by Cllr Donoghue, giving a quotation for the remaining architectural work on the proposed Parish Office and Meeting Room and for carrying out detailed design, preparing the necessary drawings, calculations and specification and obtaining approval under the Building Regulations; liaising with the KCA and Libraries & Heritage over details including programming of the work, preparing building tenders and advising on selection of a contractor, making inspections of work on site, and advising on the final account. The quotation was for the sum of £1,500 (no v.a.t.).

The Chairman said the Parish Council would need to take advice on whether Cllr Donoghue could advise on the selection of a contractor. Cllr Wheeler said Cllr Donoghue has a better understanding of Rules & Regulations and suitable contractors and was better placed than any other Councillor to advise on this. Cllr Wheeler asked if Cllr Donoghue's quotation was for complete project management. Cllr Donoghue replied his quotation was for full architectural services and the builders should appoint their own project manager. It was proposed by Cllr Garner, seconded by Cllr Rowsell and unanimously agreed by all present to accept Cllr Donoghue's quotation.

11 Planning Parish Conference

The Chairman reported he had attended the Planning Parish Conference held at the Borough Offices in Bury St Edmunds on 29 September 2008. He said the event was well attended. Patsy Dell and Ian Poole addressed delegates during the first presentation and went to great lengths to assure that Parish Council's comments are noted and considered when deciding on Planning Applications. The Chairman said he tabled the question to the speakers that in the event of a split decision on planning applications, shouldn't the majority rule (as had not been the case on one application in Kedington). The speakers replied that democratic decisions were always made when ruling on planning applications. The Chairman said the second presentation was made by the Enforcement Officer on Discretionary Powers. Handouts from the Conference will be sent round in a Reading Pack. JC/MF

The Chairman also informed Councillors that the report on the Local Development Framework is due out in November. He said another document on Omission Sites from all over the Borough would also be included, adding this was a large complex document of items relevant to local areas.

Cllr Donoghue suggested that the Parish Council should mention that comments from Highways should be taken into account when deciding on Planning Applications as often their objections on Planning Applications are swept aside by the Borough Council.

12 Kedington Branch G.P Surgery (update)

The Chairman read out a letter from Samantha Offord, Contractor Services Manager with NHS Suffolk. The letter stated that taking account of all the factors involved and representations made as part of the consultation process, members had agreed the proposed closure be not approved at this stage and the position be reviewed in April 2010 in the light of twelve months of operation of the new GP-led Haverhill Health Centre. The letter went on to say that, in the meantime, a further report addressing the concerns raised in regard to the physical condition of the branch surgery be prepared for Board consideration and that a comprehensive update report be submitted for Board review in twelve months time.

13 Environmental / Grounds Maintenance Matters

13.1 Risbridge Meadow (update):

No update available from Borough Council.

Open meeting

13.2 St Edmundsbury Countryside Forum:

Mr Jarvis represented the Parish Council at this event and gave his report. He stated that the forum this time was quite interesting, unlike some he had previously attended. There were two presentations, the first being by Guy Ackers on the Hedgerow Survey. Mr Ackers had questioned why Kedington Parish Council had committed to the project but sent in no responses. Training for the Hedgerow Survey will take place in May 2009 at Lackford Lakes and will help participants identify different species. The survey would take up one morning or afternoon per month of someone's time and could be done by one person, although more people would be beneficial.

Mr Jarvis said he had approached Mr Swan from the Footpath Group to see if anyone would be interested in doing the survey, but nobody came forward. Cllr Garner said he would be interested in doing the survey and took information from Mr Jarvis.

Mr Jarvis stated the second presentation on Public Rights of Way was delivered by David Faulk, Access Development Manager and Steve Kerr, Definitive Map Manager, who are both employed by Suffolk County Council. They were trying to allay fears about what could happen with 4 x 4 vehicles and motorbikes using Public Rights of Way. Traffic Regulation Orders can prohibit vehicles using Public Rights of Way. Cllr Wheeler said he thought there was a law in place already. Mr Jarvis replied that designated paths are being churned up by off-road vehicles, but Traffic Orders can change the status of paths if proved that vehicles are destroying them. Mr Jarvis also reported on plans for Footpath Signs showing where they are going and the distance involved.

The Chairman thanked Mr Jarvis for his report and for attending the meeting on behalf of the Parish Council.

Close meeting

At this point Borough Councillor Marion Rushbrook left the meeting.

13.3 Any other environmental / grounds maintenance matters:

The Chairman read a letter received from Kedington Garden Society stating they would no longer be able to do the maintenance of Silver Street Park and offering names of members who would be willing to undertake the work and invoice the Parish Council for this. After discussion it was agreed that the cost of maintaining Silver Street Park should be built into the precept and Maintenance of Silver Street Park should appear as an agenda item in February 2009 to see if any professional gardeners are interested in tendering for the work. The Chairman suggested that a survey of what work would be required should be done before this date. Cllr Garner stated that the log roll around the larger bed should be inspected as he was concerned about this.

Cllr Wheeler said the damaged path in Silver Street Park was becoming more hazardous. Clerk will chase up Suffolk County Council — MF

Close meeting

Mr Jarvis raised the question as to why vegetation along The Cut had not been cut back. Clerk informed that because of her absence tenders for Autumn Cutting had not gone out, which is why the work had not been carried out.

Open meeting

Cllr Donoghue reported a very uneven footpath on Westward Deals, which a resident had reported to him, he could not get his wheelchair down. Cllr Donoghue said he had got one quotation for concreting the path and would pursue more. The Chairman said the Parish Council should define who owns the path. Cllr Donoghue replied he thought it was a question of use rather than ownership; the Chairman requested Cllr Donoghue speak to Highways about this matter. — PD

Guillotine

With the time being 9.45p.m. it was proposed by Cllr Rowsell, seconded by Cllr Wheeler and agreed by all present to raise the guillotine by fifteen minutes.

14 Highway/Footpath/Street Furniture Matters

14.1 Any other highway/footpath/street furniture matters:
Cllr Rowsell reported that some residents in Silver Street were opposed to the new pathway. Clerk to contact Kevin Shipp from Suffolk County Council for an update on this matter. MF

Cllr Wheeler said he had received two further complaints about cars parked on the corner, at the entrance to Westward Deals.

Cllr Rowsell asked if the village would be made into a "one way" zone for the forthcoming Bonfire Night event hosted by the KCA. Clerk reported she believed Steve Brown from the KCA was dealing with this.

15 Housing / Planning

15.1 Applications for discussion at meeting:
None.

15.2 Planning Applications – Observations conveyed by Parish Council:
None.

15.3 Planning Applications – Decisions received from Borough Council:

Kedington Parish Council (Location - Community Centre, Arms Lane **Granted**	(i) Erection of single storey extension to provide Meeting room and parish office; (ii) Provision of pitched roof to existing building (iii) Relocation of security floodlighting pole as supported by information supplied dated 15 May and 28 September 2008.

15.4 Any other housing/planning matters:

15.4.1 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 stated that Planning Permission is not required for stationing of the mobile home providing at least one of the owners is employed in the renovation work on 18 Mill Road. If the renovation work should come to a standstill, Planning Permission would be required for the continued stationing of the mobile home.

16 Consultations

16.1 NATS TCN Consultation (update):
The Chairman read out a letter received from the NATS TCN Consultation Team, which stated considerable work is being done to assess the significant amounts of constructive feedback received during the consultation. The work is ongoing and further design options and suggestions are being evaluated. At this stage, a timetable for next steps on the proposal have not been set and Parish Councils will be advised on the revised timescale for proceeding to a formal Airspace Change Proposal on all or part of the TCN proposal.

16.2 Proposed Branch Surgery Closure at Thurlow by Dr Cornish and Partners:
This will be circulated to all Councillors.

17 Any other reports (on-going matters)
The Chairman reported a complaint had been received from a Parishioner concerning the Parish Clerk when she dealt with a planning complaint. The Chairman stated the Staffing Committee were reviewing paperwork from all parties involved and would convene a meeting to deal with this matter.

The Chairman said he would report the decision reached at the next Parish Council meeting.

18 Events

18.1 Nominations:

18.1.1 West Suffolk Local Strategic Partnership Conference 26th November 2008:
No uptake.

18.1.2 Stour Valley Landscape Partnership – Managing a Masterpiece: Project Briefing 13th November 2008:
No uptake.

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

19 Any other business (new matters)
None.

The date of the next meeting will be Tuesday 18 November 2008 in the Library, Arms Lane, Kedington, commencing at 7.40 p.m.

The meeting closed at 10.05 p.m.

Signed: …….. Date: ……