MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 18 NOVEMBER 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 Gloria Double
Cllr Peter Donoghue
Cllr Zoe Palmer

Ms Marion Farrant (Clerk)

In attendance: Borough Councillor Mrs Marion Rushbrook; Mr Fred Phillips (Press); Mrs Jennifer Bradnam (Parishioner). PCSO Debs Carroll-Beer joined the meeting for item 6 only.

ACTION

1 Parishioners' Question Time

Mrs Bradnam expressed an interest in agenda item 3.

Open meeting

2 Welcome and apologies

Apologies for absence were received from County Councillor Karen Knight; Cllr Peter Garner (Health) and Mr Shaun Jarvis (Wildlife Group).

The Chairman read out a letter received from Cllr Peter Rowsell, tendering his resignation from the Parish Council with immediate effect. The letter stated that due to work commitments over the next twelve months, Cllr Rowsell felt he could not give enough time and commitment to the Parish Council. The Chairman told the meeting that both he and the Clerk had sent an e-mail, thanking Cllr Rowsell for his input to the Parish Council over the past eighteen months.

The Chairman reported to the meeting that the Clerk had received a telephone call from Cllr Graham Nicholson, tendering his resignation from the Parish Council with immediate effect. Cllr Nicholson said this was due to family commitments.

The Chairman welcomed back Cllr Double who was attending her first Parish Council meeting since May because of ill health. The Chairman read out the letter (as he had done at the last meeting) received from the Speech and Language Therapy Adult Service at Newmarket Hospital re Cllr Double and her condition known as aphasia. The Chairman added he was doing this because Cllr Palmer was not present at the last meeting and to refresh other Councillors. He asked all Councillors to note, that in order to assist Cllr Double, only one person should speak at any one time, with all questions to go through the Chair. Cllr Double pointed out to the meeting that due to her illness, this caused her to have a tendency to interrupt while people were speaking. However, she said she is trying to control this and requested the Chairman should point this out to her if it happened at any time during meetings. JC

3 Co-option of Parish Councillor

The Chairman read out a letter received from Mrs Jennifer Bradnam, stating her interest in becoming a Parish Councillor. Mrs Bradnam was asked to address the meeting and give her reasons for wanting to join the Parish Council. Mrs Bradnam said she had lived in Kedington for the last 10 years with her husband and two children; her occupation as a Travel Consultant enabled her to work from home and she had done this for the past three years. During this time, Mrs Bradnam said she had been able to notice more of what went on in the village and by joining the Parish Council she hoped to be proactive in resolving some of the issues affecting local people. Mrs Bradnam said she was prepared to attend training courses if she was co-opted.

The Chairman asked Mrs Bradnam to leave the meeting so Councillors could discuss her application. A vote was taken with four Councillors in agreement to co-opt Mrs Bradnam onto the Parish Council and one abstention. Mrs Bradnam was invited to re-join the meeting where she duly signed the Declaration of Acceptance of Office. Annex 1

At this point, PCSO Debs Carroll-Beer joined the meeting and the Chairman sought permission from Councillors to close the meeting so she could give her report and also to move agenda item 6 forward so all visitor's could give their reports while the meeting was closed.

Close meeting

6. Visitor's Reports

PCSO Debs Carroll-Beer reported there were four crimes committed in the Parish during the period 15th September to 16th November 2008. A breakdown of these crimes were:

- Two thefts from cars – the name badge from the front of the vehicles were removed in both instances.
- Criminal damage – the CCTV camera at the community centre was damaged.
- Harassment in the street – an arrest was made.
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PCSO Carroll-Beer said damage to the Bottle Bank was not recorded as a crime as it seemed this could have been caused accidentally. She spoke again about Horse and Farm Watch and said the Safer Neighbourhood Team were currently updating their records, as they were trying to get as many members as possible to join the scheme in order to ensure it worked properly. Anyone interested can contact her on 01284 774100. She also reported there was still an ongoing problem with thefts of heating oil and urged homeowners to use locking devices on tanks.

PCSO Carroll-Beer was questioned about speeding. She replied that several rural villages had made regular complaints to the SNT about speeding, adding there were rules to which the Police had to abide before prosecutions could be brought. These rules were that the Police had to be visible to motorists and there had to be an area where cars could be pulled in; speed signs had to be checked for visibility and not obscured in any way by branches, etc; roads with bends could not be targeted. PCSO Carroll-Beer reported that during the last speed check done in Kedington, out of fifteen vehicles stopped, ten of these belonged to local people and one of the fifteen was a bus driver (who was given a warning). The criteria for speeding were that driving over 30mph would incur a warning and over 36 mph would receive a fixed penalty notice.

PCSO Carroll-Beer reported that the SNT now had a Mobile Police Station and were planning on visiting as many villages as possible in the coming months with this. She also asked for Parishioners to be aware of any elderly neighbours they had and, with the onset of winter, to look out for their security and welfare. She spoke about an organisation called Home Shield, which elderly people could hook up to and which came under the umbrella of the Police. Cllr Double suggested to PCSO Carroll-Beer that a visit from her to the Friendship Group who meets in the village on a Tuesday might be useful. Clerk to provide PCSO Carroll-Beer with the name of the Secretary for this group. MF

The issue of parking on the corner of Westward Deals was again raised. PCSO Carroll-Beer said this area is patrolled but no culprits had yet been caught. Clerk was requested to speak with Kevin Shipp from Highways about this problem. PCSO Carroll-Beer was also asked if any incidents relating to pellet guns had been reported; she replied there had not been any, but urged people to contact the SNT if they were experiencing problems.

The Chairman thanked PCSO Carroll-Beer for attending the meeting to give her report and invited Borough Councillor Marion Rushbrook to speak.

Borough Councillor Marion Rushbrook reported:
County Councillor Karen Knight had asked her to report that the County Council were commencing work on budgets for next year.

Local Development Framework:
There was only one site in Kedington that had been mentioned in the Local Development Framework. Parish Councils can have an opinion on any sites within the LDF, not just ones in Kedington. The Chairman asked Cllr Rushbrook if she was aware that Kedington had been put under Great Wratting. Cllr Rushbrook said she would look into this.

New CEO at St Edmundsbury Borough Council
Cllr Rushbrook said that Geoff Rivers had been appointed the new CEO for St Edmundsbury Borough Council would be visiting Kedington on Wednesday 21 January 2009. She did not have final details of the visit as yet, but if anyone would like to meet with him, Cllr Rushbrook can arrange this.

Open meeting

4 Minutes of last meeting held on 21 October 2008
The minutes of the last meeting were agreed as a true record. Proposed by Cllr Wheeler and seconded by Cllr Donoghue.

5 To accept members' Declarations of Interest on agenda items
Cllr Donoghue declared an interest in agenda item 10 as he would be giving an update on Office Accommodation.

7 Clerk's Report

Correspondence:
Telephone message received from Mr Robert Nicholas, in response to Parish Council request for comments on the Youth Shelter. Mr Nicholas said he would like to see the Youth Shelter left in place.

Telephone message from Mrs Enid Morse to say how much she enjoyed watching the Heritage C.D. She thought it was "excellent". MF
Clerk was asked to write to John Pelling to inform him of this.

E-mail received from a Mr David Curtis asking if the Clerk could "go and ask people round the village if they want to run an under 18's football team".
Councillors were unanimous in agreement that this was not part of the Clerk's remit.

Highways matters:
Fallen Give Way sign at junction of West End Lane with Hundon Road reported, together with Playground sign in Mill Road just past Risbridge Drive.

Awaited repair to large pothole on path in Silver Street Park has been chased up. Suffolk County Council have informed an order went out to Contractors on 20th October 2008. They will update the Contractors and ask for the repair to be carried out as a matter of urgency.

Faulty street light outside no 17 and opposite no 23 Kings Meadow has been reported. Estimated repair time is 10 working days, providing the fault is not caused by electricity supply to the light. Faulty street light in Sturmer Road also reported; this is classed as a G39 (fault to electricity supply) and no estimated repair time is given. This is the same as the faulty street light in Mill Road opposite the Rectory, which is also a G39.

Missing "RAMP" signs in Arms Lane have been reported to the Borough Council. Only one of the three original signs is in place.
Councillors discussed this matter and were informed by Cllr Wheeler that Arms Lane is a private road and not adopted; a suggestion was put forward to paint

the ramps yellow and Parish Councillors were all in agreement to share the cost with the KCA. It was agreed that Cllr Double would speak to the KCA at their next meeting. GD

Clerk had met with Andrew Tipple on 12th November 2008 to arrange installation of new sign showing continuation of house numbers for School Crescent. Unfortunately, the Councillor reporting the matter gave the wrong house numbers for inclusion on the sign. Clerk was given numbers 8 – 15, but it should have been numbers 9 – 14. Andrew Tipple has agreed to re-order the sign.

Grounds matters:
Fallen tree on green at top of Barton Grove and branches on trees obscuring traffic sign in West End Lane have been reported to Parks and Landscapes Department. Parks and Landscapes have also been asked if they could clear the leaves from the footpath at the bottom of Westward Deals.

Village Handyman has been requested to clear leaves from The Baulk and Church Walk.

Borough Council has a Litter Collection Barrow for sale. Clerk passed around the literature on this to Councillors and asked if they would be interested in purchasing this for the village cleaner.
Councillors discussed this, but declined to purchase.

Clerk's Holiday
Clerk will be taking 3 days leave on 20th / 21st and 24th November 2008.

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 14 October 2008 minutes:
None.

8.2 Receive draft minutes of 11 November 2008:
Cllr Wheeler went through highlights of the meeting:

- Financial position was satisfactory with 42.70% of the budget spent with £36,061 held in Reserves.
- Precept for 2009/2010 had been agreed. Notable changes were: Clerk's Salary should rise from April 2009, as part of agreement reached in November 2005 (KPC 111-07 Item 5.2) to Salary Scale LC2 spinal point 26. Grounds Maintenance Silver Street Park Flower Beds & Tree Area should have a budget set at £200.
- Parents had complained about the overgrowth of trees that were hanging down along Church Walk, causing hazards when children were walking to school. Parish Council will write to the owners of the trees to request they inspect trees and the undergrowth beneath them, with a view to ensuring the trees are pruned.
- Clerk had requested the Parish Council purchase a laptop so that when she cannot get into the office she could work from home; this would also enable her to complete work on the CiLCA qualification. Cllr Cahill will speak to SALC as they were offering free laptops for Clerks.
- A budget of £50 had been set for the Christmas Social Gathering, which followed the Parish Council meeting in December
- Parish Council were purchasing two books, The Parish Councillor's Guide. One copy would be held in the Office, the other would be available for Councillors to borrow.
- Nine payments and one Direct Debit totalling £1457.72 were approved by Mr Garner and Mrs Double.

Cllr Donoghue asked if agenda item 6.1 could be amended as the proposer and seconder were put as the same person. MF

8.3 Ratify tender Finance Committee recommendation on Budget for 2009-2010:

Cllr Wheeler went through some of the budget recommendations:

Under the heading of General Parish Requirements, items 6 (Mowing Calford Green) and 7 (Grounds, Maintenance Silver Street Park Flower Beds & Tree Area were new headings. The reason for this was that Eric Chapman would no longer be cutting Calford Green and the Garden Society would not be maintaining Silver Street Park flowerbeds.

Cllr Double queried whether the £200 limit set for item 7 would be sufficient. Cllr Wheeler replied that it was not known exactly how many hours would be required to maintain the flowerbeds and this amount was set as a nominal limit.

Cllr Donoghue queried why the headings for Equipment, New/Reserve and Village Amenities had been reduced, in light of the Parish Council looking into building a basketball court. Cllr Wheeler replied that the proposed new basketball court would be part of the second phase of new play equipment and cost for this would be taken from Play Equipment Reserves.

Cllr Wheeler reported that the estimated Reserves balance at the end of the current financial year would be £37,000.

It was proposed by Cllr Wheeler, seconded by Cllr Donoghue and unanimously agreed to accept the Finance Committee's recommendation to accept the budget recommendation for 2009 / 2010.

8.4 Ratify social gathering after December KPC meeting and accept FC recommendation for budget:

It was proposed by Cllr Palmer, seconded by Cllr Wheeler and unanimously agreed by all Councillors that a social gathering should be held following the December Parish Council meeting and that the meeting should finish as near to 9.00 p.m. as possible. A budget of £50 was ratified.

9 Youth Shelter (update)

The Chairman said he thought the youths who attended the last Parish Council meeting were "brilliant". He read from an e-mail sent by Peter Rowsell, which he had met up with one of the youths and discussed what their plans were for the Youth Shelter. The youths wanted to white wash the inside of the shelter and then get the Street Artist to paint their own designs inside; the youths went on to say they would repaint the outside as it should be.

The Chairman said that due to Peter Rowsell's resignation, a new contact name for the youths was needed. Cllr Double volunteered to be the new contact. Clerk was requested to pass on telephone number for the lead youth. MF

The Chairman asked Borough Councillor Marion Rushbrook if she could check with Simon Pickering and Karl Huggins about what was happening with the grant application for the lighting. MR

10 Office Accommodation (update)

Cllr Donoghue declared an interest, but informed Councillors that he had no progress update to give.

11 Proposal for Basketball Court on Great Meadow

The Chairman read out an e-mail received from Steve Brown, Chairman of the Kedington Community Association. The e-mail confirmed that the matter had been raised at the KCA Committee Meeting on 27 October 2008 and the proposal had received support in principal, but no agreement was reached on the location. The Chairman read out a letter that was drafted by Steve Brown to the residents of Arms Lane to seek their views.

After discussion it was agreed that the best position to site a basketball court would be somewhere near the Youth Shelter. Cllr Palmer stated that Wickhambrook had a basketball court and Cllr Wheeler suggested that their

Parish Council be approached to see how much it cost. The Chairman agreed he would do this. JC

12 Environmental / Grounds Maintenance Matters

12.1 Moles in Churchyard:
Clerk reported that the Village Handyman had reported that although he was flattening the molehills on a weekly basis, the molehills were still very prevalent. The Handyman suggested using a mole repellent he had seen at a local garden centre. Cllr Wheeler suggested the Parish Council should research how much it would cost to eradicate the moles. Clerk to seek information from Rev John Eley and a Pest Control Company. MF

12.2 Any other environmental / grounds maintenance matters:
Colin Jakes, Park Ranger from East Town Park in Haverhill had sent an e-mail to the Clerk, which was read out by the Chairman. The e-mail stated that the following tasks had been included in the winter work programme on Risbridge Meadow:

Wildflower area (by entrance gate), half had been cut and raked off, the other half to be completed this month.

Dave Bax and his volunteers have started clearing vegetation from around the young trees, establishment and growth has been good. Re-generating Elder and self-seeded Buddleias will be retained for their wildlife.

Paths – resurfacing utilising stock of bark chippings will be carried out when labour is available.

Main meadow – the Landscapes team will make annual cut, they may try cutting half each year, on a rotational basis, as this favours grassland butterflies, which over-winter in the tussocks as caterpillars.

Fallen tree – the large tree that has fallen across the river has caused some obstruction to flow following recent rains.

13 Highway/Footpath/Street Furniture Matters

13.1 Lay –by in Hundon Road (Alfie's Parking Bay):
Clerk requested permission from Parish Councillors to allow her to write to some of the tarmac companies that work for Suffolk County Council, to see if they would be willing to tarmac the lay-by, free of charge, when they are undertaking large contracts in the area. Clerk said that she had spoken to Guy Smith from Highways in Bury and he had agreed to use the £1000 that he had previously promised towards the cost of the lay-by, to do the kerbing, etc. The Chairman suggested that Alfie's parents could try and contact BBC's Children in Need to see if they could help. After discussion, it was unanimously agreed that the Clerk should write to the tarmac companies to see if they could help. MF

13.2 Any other highway/footpath/street furniture matters:
Cllr Palmer said she had recently spoken to John Goodyear from Suffolk County Council about the path in Silver Street. She said that John Goodyear had suggested a path that led right up to Church Walk, but he told her he had not received confirmation that the Parish Council was agreeable to this and a Safety Audit could not be undertaken until this was received. The Clerk informed the meeting that she had e-mailed John Goodyear back in August giving approval from the Parish Council.

Cllr Palmer said she pointed out safety concerns to John Goodyear, as the Walking Bus scheme would be starting in the new year for pupils who attended Kedington School. Cllr Wheeler suggested that, as this was a narrow road, a one-way system should perhaps be considered. Cllr Donoghue suggested a "shared surface" for pedestrians and cars, which was a demarcation of different surfaces that made traffic go slower. Cllr Palmer said the Safety Audit would MF

look at all aspects before final plans for the scheme went ahead. It was unanimously agreed that the Clerk should contact John Goodyear, stating the Parish Council were in favour of the suggested plan and support residents in this. Cllr Double also suggested that the Clerk should ask for the Safety Audit to look into Cllr Donoghue's suggestions, whilst considering all options available.

The Chairman offered thanks to Parishioners who helped clear the leaves from Church Walk at the weekend.

The Chairman reported that he had been contacted by a Parishioner who lived in one of the bungalows in School Road, asking whether Highways would consider putting a lay-by outside the bungalows, to alleviate difficulties encountered with parking. The Chairman stated he had contacted Highways who replied that they do not have funding for this type of work and that any request of this type would need to be referred to the Network Improvement Team who are based at Ipswich. The Team have very clearly defined targets, which are based on safety, and the type of scheme being requested was unlikely to rate as a priority.

Guillotine

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

14 Housing / Planning

14.1 Applications for discussion at meeting:
None.

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

14.3 Planning Applications – Decisions received from Borough Council:
None.

14.4 Any other housing/planning matters:

14.4.1 Local Development Framework:
The Chairman reported that the Local Development Framework documents were now in circulation and there was a consultation paper on possible developments site within the Borough. He added that previous Omission Sites had not been adopted and there was only one site in Kedington that had been submitted for consideration for development in the future. The site (SS129) was a site of 1.5 hectares proposed for mixed use by the landowner, Milton Investments Ltd. The Borough Council had noted that there were trees protected by TPOs bordering this site. The Chairman stated that Drop-In sessions were being held in Kedington at the Library on 15 November 2008 from 9.30 a.m. – 1.30 p.m. and the British Legion Hall on 21 November 2008 from 4.00 – 7.30 p.m. and final decisions on the Local Development Framework would be made in May 2009.

15 Consultations

15.1 Receive letter from Richard Spring MP regarding TCN NATS Consultation:
The Chairman read from a letter sent by Richard Spring MP. The letter stated Mr Spring had a meeting with NATS to ensure that the concerns of his constituents remained at the forefront of their proposals. As a result of the parliamentary debate initiated by Mr Spring and further representations made to Jim Fitzpatrick MP, Parliamentary Under Secretary of State for Transport, NATS are looking again of the location of, and procedures, for arrival routes/holds for Stansted. At present NATS have not set a timetable for next steps on the proposal, although the matter has been under further review since JULY. NATS have assured Mr Spring that they have taken all feedback received very seriously, but they were unable to give a deadline for when they will announce the conclusions of the consultation. Mr Spring concluded by stating he would continue to lead the charge on this crucial matter and would keep Parish Councils informed of developments.

16 Any other reports (on-going matters)

16.1 Parishioner complaint against Clerk:
The Chairman reported that a complaint had been made against the Parish Clerk by a Parishioner concerning a planning matter. He stated that a meeting of the Staffing Committee (Chairman, Cllr Wheeler and Cllr Garner) had been convened and documents from all parties were looked at and considered. The Staffing Committee concluded that the Clerk had made an honest mistake and procedures had been put in place to ensure this did not happen again; they also felt there was no need for any action to be taken against her. The Chairman concluded that all paperwork was documented and he had written to the Parishioner to inform of the outcome.

Cllr Palmer proposed a vote of confidence in the Clerk, stating she had always found her to be very professional and helpful; this was agreed by other Councillors.

Kedington Community Association:
Cllr Double reported:

- KCA would be putting Disabled Bays in the Car Park as it was now Law that these were provided, however, they would not be marked out permanently until the proposed building work was completed.
- The Main Hall in the Community Centre would be redecorated at low cost and a new CCTV camera was being installed.
- Grants were still being sought for new roof, but none forthcoming as yet.
- Volunteers from the Stour Valley Project and the KCA will be planting 200 trees (at a cost of £2.50 per tree) in the woodland that runs alongside the River Stour on 03 December.

17 Events

17.1 Nominations:

17.1.1 Social Fund Workshop – 03 December 2008, Lansdowne Hotel, Norwich:
No uptake

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

18 Agree meeting dates for 2009
Councillors unanimously agreed that Finance Committee meetings will take place on the second Tuesday of each month and Parish Council meetings will take place on the third Tuesday of each month in 2009. The only exception to this will be that there are no meetings held in August.

19 Any other business (new matters)
None.

The date of the next meeting will be Tuesday 16 December 2008 in the Library, Arms Lane, Kedington, commencing at 7.40 p.m.

The meeting closed at 10.00 p.m.

Signed: …….. Date: ……