MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 21 APRIL 2009
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 Jane Farmer
Cllr Peter Garner
Cllr Zoe Palmer

Ms Marion Farrant (Clerk)

In attendance: Borough Councillor Marion Rushbrook; Mr Shaun Jarvis (Wildlife Group). PCSO Alex Foster joined the meeting for item 5 only.

ACTION

1 Parishioners' Question Time

Mr Jarvis expressed an interest in agenda item 10. Mr Jarvis also asked about the proposed pavement in Silver Street and queried why the Parish Council were not taking a firmer line with the Police/SNT about parking issues in the village.

The Chairman replied that the proposed pavement in Silver Street was an agenda item (11.1). He said he would also raise issues about parking at the Police Tasking meeting in May and would be requiring definitive answers from the new Inspector for Bury Rural SNT. Cllr Farmer suggested the Police/SNT should be requested to provide an Action Plan for policing in the village. Cllr Wheeler requested this be put in writing to the Police/SNT before the Tasking Meeting. JC

Open meeting

2 Welcome and apologies

The Chairman welcomed all present. Apologies for absence were received from Cllr Jennifer Bradnam.

The Chairman reported that Mr Fred Phillips, MBE, had resigned his position as Press Officer due to health issues. On behalf of the Parish Council, the Chairman said he would write to Mr Phillips thanking him for all his hard work in reporting village issues for many years. A gift for Mr Phillips from the Parish Council (up to the value of £25) was proposed by Cllr Double, seconded by Cllr Wheeler and unanimously agreed. JC/MF

Clerk was requested to find out whether local newspapers in Haverhill would be appointing a new Press Officer. MF

3 Minutes of last meeting held on 17 March 2009

The minutes of the last meeting were agreed as a true record. Proposed by Cllr Wheeler, seconded by Cllr Palmer and unanimously agreed.

Cllr Double requested item 14.1 on agenda for this meeting (21/04/09) be moved to after item 11, as she had a long report to give. All agreed.

4 To accept members' Declarations of Interest on agenda items

Cllr Garner declared an interest in agenda item 7.3. Cllr Donoghue declared an interest in agenda item 8.

Close meeting

5 Visitor's Reports

Borough Councillor Marion Rushbrook reported:

Kedington G P Surgery
Cllr Rushbrook has e-mailed Practice Manager at Christmas Maltings Surgery in response to complaints by Parishioners about the branch surgery. Practice Manager informed Cllr Rushbrook that the Practice was currently having staffing issues with one GP on sick leave, one on paternity leave and another on holiday. Practice Manager was confident that the Surgery was keeping patients happy.

Parking issues near Kedington School
Cllr Rushbrook reported she had written to Richard Spring, M.P. to see if he could help with parking issues.

Local Government Review
Cllr Rushbrook reported a Public Meeting would be held at Castle Manor School and Enterprise College on Tuesday 28 April 2009 at 7.30 p.m.

Report from PCSO Alex Foster – Safer Neighbourhood Team:

PCSO Foster reported on changes in the SNT. Inspector Adrian Calton has moved to Force Operations Room at Martlesham and will be replaced by Acting Inspector Neil Paterson. Sgt Neil Ireland has moved to Police Headquarters to take up a staff officer role. Sgt Ireland's post is being covered by Acting Sgt Phil Scarf until a permanent replacement is found.

PCSO Foster stated that all reports of crime are now available on the SNT website and no written reports of incidents will be given to Parish Councils. PCSO Foster warned about a current spate of thefts in other villages, where thieves are taking trees, shrubs and plants in pots from front gardens. She also reported that speed cameras have been targeting Hargrave, Thurlow and Chilton Street in Clare.

PCSO Foster was again questioned about parking issues and why the SNT were not more vigilant with this issue. She explained she did not have the use of a patrol car now, unless she was working with a Police Constable, adding this was making her role increasingly difficult.

The Chairman reported he was hoping to bring up issues about the SNT at the forthcoming Parish Conference.

Open meeting

6 Clerk's Report
Attached to these minutes as Annex 1. Annex 1

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 10 March 2009 minutes:
None.

7.2 Receive draft minutes of 14 April 2009:
The Chairman went through highlights of the meeting:

- At end of financial year 88% of the budget (£34,805) had been spent, leaving an under spend of £5,230. The under spend was on budget headings, Gritting Roads, Equipment New/Reserve, Grants and Village Amenities. Of the money under spent, £2000 will be put into Play

- Equipment Reserves; £2000 into Road Safety Reserves and the balance into General Reserves.
- Routine payments for rent, broadband and the Clerk's Salary were agreed.
- Due to late agreement of NALC Pay Scales, Clerk's Salary was underpaid by £216 in 2008/2009; this will be paid to Clerk in new financial year.
- School Crossing Supervisor given increase in hourly rate of pay.
- Village Cleaner given increase in hourly rate of pay.
- Transfer of £5000 from Bank of Ireland to Alliance & Leicester account agreed.
- SALC have informed Parish Council's they are eligible for a discount of 15% from an insurance company called Came & Company (on current premiums paid) subject to sight of existing schedule and satisfactory claims experience.
- St Edmundsbury Borough Council has informed a price increase of 4% for emptying dog and litterbins.
- Mrs Turner's quotation of £590 for the financial year 2009/2010 was accepted and she will continue as Accountant to Parish Council
- Clerk will carry forward 14.75 hours to holiday year 2009/2010.
- Clerk will attend training on Funding Bids and Applications being provided by SALC at a cost of £25.00 plus vat.
- Handyman has been requested to carry out Street Furniture Condition Report.
- Notice Board in Calford Green has been repaired after being blown down by high winds.
- Grounds Contracts (on KPC agenda)
- Fire Extinguisher contract for Parish Office has been awarded to D P L Fire.
- St Peter & St Paul Church Kedington awarded a grant of £100 for restoration project, as being of benefit to local people.
- Suffolk Family Carers awarded a grant of £75 as being of benefit to local people.
- A grant for East Anglia's Children Hospice was declined on the grounds that there are other more local hospices, which local people would use.

7.3 Ratify Finance Committee recommendations for renewal of Grounds Contracts:

Grounds Contract "A". Five contractors submitted tenders. Selected contractor was M D Landscapes. Resolution passed by six votes in favour; one abstention. M D Landscapes selected on price and references supplied.

Annex 2 (shaded green)

Grounds Contracts "B", "E" and Mowing Calford Green. Five contractors submitted tenders. Selected contractor was Suffolk County Council. Resolution passed by six votes in favour; one abstention. Suffolk County Council selected on price and that they had given an excellent service in the last three years.

Annex 2 (shaded yellow)

At this point, Cllr Garner declared an interest, signed the Interests Book and left the meeting.

Strimming Contract 2009. Four contractors submitted tenders. Selected contractor recommended by Finance Committee was M D Landscapes (noted they were more expensive but the manor in which tender was presented and references given was reason for decision). After discussion, Cllr Double made a proposal that the contract should be awarded to Peter Garner; seconded by Cllr Palmer. Resolution to award contract to Peter Garner passed by six votes.

Annex 3 (shaded blue)

8 Office Accommodation (update)

The Chairman read out a letter sent to Mr M Ellwood at Suffolk County Council Libraries Service by Peter Donoghue. The letter confirmed the Parish Council have agreed to re-position the extension and enclosed copies of new drawings. Letter also confirmed that to improve daylight and ventilation at the Library, Mr Donoghue proposed to raise the ceiling in the entrance area of the Library up to the new roof height and install high-level windows. Mr Donoghue also invited the Library Service to make a financial contribution towards this work.

Cllr Donoghue declared an interest and gave his report. Complete plans to be distributed to Councillors in a Reading Pack. Invitations to tender have gone out with a return date requested of 9th May 2009. A resolution was passed that the tenders will be opened at the Finance Committee meeting on 12 May 2009 and that other Councillors will be invited to the meeting for this particular agenda item only.

It was agreed that two more invitations to tender would be sent out to local builders.

Cllr Wheeler raised the matter of Building Regulation Fees (£185 plus vat) and Building Inspection Fees (£638 plus vat) payable to the Borough Council and requested by Mr Donoghue. Mr Donoghue replied these fees were not included in his quotation previously submitted. A cheque for £185 plus vat was signed at the meeting.

9 WOS Up Project (update)

Chairman read from an e-mail sent by Simon Pickering, Youth and Community Development Officer with St Edmundsbury Borough Council. E-mail confirmed that WOS Up project was starting again on 7th April 2009. Notices will be put on village Notice Boards. Cllr Rushbrook was asked to follow up on what was happening with proposed re-decoration of Youth Shelter. MF MR

Close meeting

10 Environmental / Grounds Maintenance Matters

10.1 Report on Countryside Forum meeting on 01 April 2009:

Mr Jarvis reported that meeting consisted of three presentations and gave a short synopsis on each one:

1. Rob Barker on Butterfly Conservation. Mr Barker is Butterfly Recorder at Tayfen Meadows, Bury St Edmunds. He emphasised the importance of retaining habitats for butterflies and not taking away vegetation. In areas of Kedington this would relate to Risbridge Meadow and wildlife areas along The Cut.

2. Dr Alison Collins (Planning and Diversity Officer) Natural England.
   Bats are protected by Law. Any household with nesting bats should seek professional advice. Kedington has six bat boxes and the Wildlife Group are consulting with Suffolk Wildlife Trust to look bat boxes, different species that use them and maintenance.

3. Green Infrastructure – Planning Department. It is important when planning permission is given for housing development, factories, etc, to keep some of the natural environment.

Mr Jarvis added Kedington is a wonderful place for wildlife to flourish. Next meeting of the Countryside Forum is in September; Mr Jarvis is happy to attend as Parish Council representative. The Chairman thanked Mr Jarvis for attending these meetings. Mr Jarvis stated he would not claim mileage on this occasion.

Open meeting

10.2 Receive report from Suffolk County Council re trees in Church Walk:

Chairman read from an e-mail sent by John Taylor, SCC Grounds Service stating that a TPO application had been made to St Edmundsbury Borough Council to crown raise the trees to 5m clearance and to remove the epicormic growth from the base where applicable.

10.3 Any other environmental / grounds maintenance matters:

Cllr Garner reported he had received various posters from St Edmundsbury Borough Council's "No Excuses" Litter Campaign. It was agreed that suitable posters should be put up in the Chinese Takeaway and Local Shops. PG

Cllr Garner asked about the copse in Silver Street Park, due to problems with strimming in this area last summer. It was agreed that wild flowers be allowed to grow and on-going selective strimming introduced. Situation would be continually re-assessed during the summer months.

Guillotine

With the time at 9.45 a.m. it was proposed by the Chairman, seconded by Cllr Wheeler to raise the guillotine by 15 minutes.

11 Highway/Footpath/Street Furniture Matters

11.1 Receive Safety Audit Report for proposed new pavement in Silver Street:
Chairman read out e-mail received from John Goodyear, Environment & Transport, Suffolk County Council about problems that had been highlighted following the Safety Audit. After discussion it was agreed that a site meeting between Mr Goodyear and Parish Councillors be arranged. MF

11.2 Narrow bridge in Coupals Road:
Clerk reported that a letter had been received from Sturmer Parish Council asking Kedington Parish Council to support their request that Essex County Council and Suffolk County Council introduce a priority system. Unanimous agreement from Councillors to support this. Clerk to write to the Chair of Sturmer Parish Council to confirm support. MF

11.3 Any other highway/footpath/street furniture matters:
None.

Next agenda item brought forward with Councillor's agreement

14 Any other reports (on-going matters)

14.1 KCA Report:
Cllr Double gave her report, which is attached to these minutes as Annex 4. Annex 4

12 Housing / Planning

12.1 Applications for discussion at meeting:
None.

12.2 Planning Applications – Observations conveyed by Parish Council:

19 School Crescent **Acceptable**	Erection of single storey side extension for use as an annexe (following demolition of existing single storey extension.
Eastcotts Nursing Home **Acceptable**	Erection of new wing to provide replacement bedrooms day room extension and visitors room (including internal alterations).
Eastcotts Farm Cottage **Acceptable**	Retention of 20m x 35m manege with post and rail fencing.

12.3 Planning Applications – Decisions received from Borough Council:

19 School Crescent **Granted**	Erection of single storey side extension for use as an annexe (following demolition of existing single storey extension.
Eastcotts Farm Cottage **Granted**	Retention of 20m x 35m manege with post and rail fencing.

12.4 Any other housing/planning matters:

12.4.1 Receive letter from Planning Department re new houses in White Horse Road:
Clerk read out letter stating Planning Department had no objections to details showing alterations to window arrangements in side elevations including the addition of an obscure glazed roof light in south elevation of Plot 1.

Guillotine expired

Items under agenda headings 13 and 15 will be sent round to Councillors in a reading pack.

The date of the next meeting will be Tuesday 19 May 2009 at 7.40 p.m. in The Library, Arms Lane, Kedington.

The meeting closed at 10.00 p.m.

Signed: …….. Date: ……