

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 17 NOVEMBER 2009
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present: Cllr Terry Wheeler – Vice-Chairman of Parish Council
Cllr Gloria Double
Cllr Peter Donoghue
Cllr Peter Garner
Cllr Richard Hobbs
Cllr Zoe Palmer

Ms Marion Farrant (Clerk)

In attendance: Mr S Jarvis (Wildlife Group); Mr. M Surridge (Parishioner).; PCSO Dave Matchett (SNT) joined the meeting to report only.

	ACTION
<p>1 Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present (5 mins)</p> <p>Mr Jarvis expressed an interest in agenda items 8, 8.1 (to give report) and 8.2. Mr Jarvis reported he had difficulty with his hearing and it would be helpful if members spoke loudly and clearly to enable him to hear what was being said correctly. Chairman requested Councillors and Clerk note this.</p> <p>Before officially opening the meeting Cllr Wheeler (acting as Chairman) spoke to Councillors about the meeting held in October 2009. He asked Councillors to recognise that the Parish Council was not a "6th" Form Debating Society, but a professional body that worked within the Law and had rules of procedure by way of Standing Orders, which govern how business is conducted. He continued by saying "of late, some Councillors are either forgetting these rules and how they must conduct themselves, or blatantly disregarding them" and asked for the following points to be noted:</p> <ol style="list-style-type: none">1. Only one Councillor will speak at any given time. No other Councillor will interrupt or talk across the person speaking with another member. All Councillors will have the chance to speak, but in an orderly manner by going through the Chair. There will be no exceptions to these rules and no excuses.2. The Chairman can (if a Councillor(s) is disruptive or continues to disregard the rules), warn that he can either stop the meeting, or after one warning to the disruptive Councillor(s) ask them to leave the meeting. If the disruptive Councillor(s) refuses to leave the meeting, the Chair has the right to call the Police to have them ejected. <p>Open meeting</p>	
<p>2 Welcome and apologies</p> <p>In the absence of the Chairman, Cllr Wheeler took the Chair and welcomed all present. Apologies for absence were received from Cllr John Cahill (family commitment); Cllr Jennifer Bradnam (work commitments); County Councillor Anne Gower (holiday); Borough Councillor Marion Rushbrook (holiday).</p> <p>The Chairman reported that Cllr Jane Farmer had tendered her resignation as Parish Councillor due to work commitments.</p>	

3 To agree and sign as a correct record the minutes of the meeting held on 20 October 2009

Cllr Double stated that in agenda item 9.2, last bulleted item, the new amount discussed and approved for the mail-drop was not minuted. Cllr Double said she felt Parishioners had the right to know how the Parish Council were spending their money. The Clerk reminded the Chairman she was not in the meeting when the matter was discussed and the presiding Chairman had taken over the minutes while she was out of the room. The Chairman sought views of other Councillors present. Cllr Hobbs asked if Parish Council accounts could be viewed by Parishioners at any time and if they showed an audit trail. The Chairman replied "yes" to both these questions. Cllr Hobbs commented that as this was the case, Parishioners could find out anything they wished to know from inspection of budget sheets. A motion was put forward by Cllr Garner to leave this agenda item as it was written; seconded by Cllr Palmer and agreed by the Chairman, Cllr Donoghue and Cllr Hobbs. Motion carried.

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

4 To receive members' Declarations of Interest on agenda items in accordance with the Council's Code of Conduct (and section 106 of the LGFA 1992)

Cllr Donoghue asked for it to be noted that when the draft Finance Committee minutes are read (agenda item 6 – Clerk's report referring to grants for new Parish Office) he would remain in the room as it would be reporting only by the Chair of the Finance Committee so he felt no declaration of interest needed.

Close meeting

5 Visitor's Reports

The Chairman reported that in her absence County Councillor had asked for the following to be reported.

In her capacity as a Haverhill Town Councillor, Cllr Anne Gower has been invited to join Cabinet at St Edmundsbury Borough Council with the portfolio for Haverhill; Haverhill Town Centre Management; Haverhill Youth Action Plan; Haverhill Community Development and overall Borough responsibility for Strategic Housing and Homelessness. This appointment was officially confirmed on 20 October 2009.

Open meeting

6 Clerk's Report

Clerks report is attached to these minutes as Annex 1.

Annex 1

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

Agreed that the Clerk should reply to e-mail from Chair of Chattisham & Hintlesham Parish Council stating Kedington Parish Council support their resolution.

Cllr Hobbs reported Kevin Shipp from Environment & Transport had told Councillors who attended the meeting on Traffic Issues that he had some free high visibility jackets to give away. Agreed that Clerk should contact Kevin Shipp to see if these would be suitable for Crossing Supervisor. If not, it was agreed that the Clerk will order new jacket for Crossing Supervisor from suitable supplier.

7 Finance Committee

7.1 Consider any matters arising from 13 October 2009 minutes:

None.

7.2 Receive draft minutes of 10 November 2009 meeting:

Cllr Wheeler went through highlights of the meeting.

- Financial position as at 31 October 2009 was satisfactory with £19,816 (49.45%) of the budget spent, leaving £20,259 in hand. Additionally £43,191 is held in Reserves.
- Approval of Precept for 2010-2011, agenda item 7.3 of KPC meeting.
- Parish Council have applied to St Edmundsbury Borough Council for a grant of £20,000 towards the cost of new Parish Council Office. Clerk to seek revised estimates from builders as current estimates include new roof for Community Centre. A resolution was put forward by Cllr Palmer to get Cllr Donoghue to draw up new plans/specifications to accommodate new office being built without new roof to Community Centre. Resolution seconded by Cllr Garner after he sought confirmation that the quotation of £400 previously given to prepare the new drawings had not increased. Resolution carried unanimously.
- Heelis & Lodge to continue as Internal Auditors for the Parish Council and fixed price fees to 2012 taken up.
- Play equipment: Clerk to seek quotation to lay safety surfacing inside gate of children's play area on Old School Field. In the interim, Cllr Garner will put down some bark chippings.

MF

At this point, Cllr Garner also reported the turf stabilising mesh at the entrance to Old School Field in School Road was exposed in some places and was becoming unsafe. He said he had taken out the most exposed mesh but a permanent solution was needed. It was agreed that new materials and costs should be investigated to provide a durable and permanent solution to the problem. In the interim, the Village Handyman would be asked to inspect the area on a weekly basis.

MF

- Budget for social gathering after KPC meeting on 15 December 2009 agreed at £60. Invitation list as in previous years.
- Revised quotations for later summer mowing of The Cut were received. M D Landscapes - £500 plus vat. Suffolk County Council £490 plus vat.

The Chairman requested the Clerk amend the draft minutes for item 9.1 to read: *Cllr Garner queried whether there was a necessity to have this work carried out. Clerk to look back in minutes to see if it had been agreed at another meeting and report to KPC meeting. Agreement in principle, if it has been agreed, Finance Committee will recommend that the contract be given to M D Landscapes. Cllr Garner said he had telephoned Suffolk Wildlife Trust to seek confirmation on legislation about cutting back river banks. The Chairman proposed that Suffolk Wildlife Trust should be asked to inspect The Cut and give advice on management of this area.*

Resolution put forward by Cllr Double to propose the contract be given to M D Landscapes if the work went ahead. The resolution was seconded by Cllr Palmer and unanimously agreed.

- Thurlow Estate concerned about liabilities for members of the public walking along The Cut. Confirmed that Parish Council insurance covers this under their Public Liability.
- Winter Gritting Contract 2009/2010 awarded to Mr Pound. Hourly rate will be £26.
- KCA awarded grant of £100 towards Children's Christmas Party.

Cllr Double pointed out it was not her who handed a letter to the Chairman, as stated in the draft minutes. Clerk apologised and said it was her error and would amend draft minutes to read it was she who handed letter to Chairman.

MF

- Thirteen payments and one Direct Debit totalling £3,467.36892.17 for payments as at 31 October 2009 were unanimously approved and cheques signed by Cllr Double and Cllr Garner. Cllr Wheeler signed cheque for Mr Garner.

Close meeting

At this point PCSO Dave Matchett from the Safer Neighbourhood Team joined the meeting. He reported crime in Kedington in the past month as being:

2 thefts from motor vehicles
1 theft of a motor vehicle
3 people arrested for drink/driving.

PCSO Matchett reported villages were still suffering thefts from outbuildings and warned that the public should ensure any outbuildings are secure. Cllr Garner asked PCSO Matchett about white crosses appearing on the road at Calford Green; he replied that these are marks made by travellers on roads giving indications of targets for burglary. It was agreed that Parish Councillors should spread the word about this to Parishioners to enable them to be more vigilant. Cllr Palmer said she would ask the Headmaster of the Primary School to report this to parents. Bury Rural South Newsletter (November 2009) to be circulated in a Reading Pack.

Open meeting

7.3 Receive recommendation from Finance Committee for precept / budget 2010-2011:

The Chairman informed the meeting that although the Parish Council had made savings in it's budget for the next financial year, it was possible the precept amount in Council Tax could go up because the Borough Council have to make savings on it's grant funding. Budget sheets were handed out to all Councillors and attached to these minutes as Annex 2. A resolution was put forward by the Chairman, seconded by Cllr Double, to accept the budget recommendation for 2010 -2011 (£40,025 gross) and for this to be submitted to the Borough Council.

Annex 2

7.4 Ratify social gathering after December KPC and for meeting to finish at 9.00 p.m. Accept Finance Committee recommendation for budget for social gathering:

It was proposed by Cllr Palmer, seconded by Cllr Donoghue to accept Finance Committee recommendation for KPC meeting in December 2009 to finish at 9.00 p.m. and to accept budget recommendation of £60. Unanimously agreed.

Close meeting

8 Environmental / Grounds Maintenance Matters

8.1 Receive report from Countryside Forum Meeting:

Mr Jarvis reported on the Countryside Forum Meeting held on 10 September 2009. Mr Jarvis said the Countryside Forum was not a policy making, but a discussion forum. Penny Hemphill from Suffolk Wildlife Trust presented a talk on Otters, Crayfish and Water Voles. Penny Hemphill said that Otters are doing well in Suffolk. Mr Jarvis reported that Water Voles have been sited along The Cut and their habitat is now protected by legislation, which is something that would need to be considered if dredging The Cut took place. Mr Jarvis reported American Mink is a serious threat to Water Voles.

Mr Jarvis also reported that Paul Read was travelling around Suffolk trying to restore old orchards, some of which grow rare varieties of apple. It was noted that both peaches and figs used to be grown in Wickhambrook. The Chairman thanked Mr Jarvis for his report and invited him to claim expenses for attending the meeting as representative of the Parish Council. Mr Jarvis thanked the Chairman, but said he would decline this offer.

Open meeting

8.2 Any other environmental/grounds maintenance matters:

Branch growing out from a tree on Watermill Field and getting embedded into power cables was reported by Cllr Garner and Cllr Hobbs. Clerk to contact Thurlow Estate.

MF

9 Highway/Footpath/Street Furniture matters

9.1 Any other highway/footpath/street furniture matters:

Clerk reported that Playworld Systems required a colour scheme for the new basketball equipment. Colour chart was passed around Councillors. Colours chosen by majority were RAL 6029 Mint Green for the mesh and RAL 1023 Traffic Yellow for the posts.

10 Any other reports (on-going matters)

10.1 KCA Report:

There was no KCA report.

11 Housing/Planning

11.1 Applications for discussion at meeting:

None.

11.2 Planning Applications – Observations conveyed by Parish Council:

Stonebridge Farm	(i) Alteration to existing vehicular access; (ii)
Hundon Road	erection of boundary fence and entrance gates.
ACCEPTABLE	

Aviemore	Construction of new vehicular access.
Hundon Road	
ACCEPTABLE	

Calford Green Cottage	Erection of (i) two storey side extension; (ii) single
ACCEPTABLE	Storey rear extension (following part demolition of existing extension.

22 School Road	Erection of two storey dwelling (following demolition of existing single storey side extension.
ACCEPTABLE	

Cotton Hall Stud	Certificate of Lawful Development (existing) –
No comments made	continued use of stud as residential dwelling.

30 Dash End Lane	Erection of single storey side and rear extensions.
ACCEPTABLE	

Land adjacent to 2 School Crescent	Erection of new dwelling and vehicular/pedestrian (following demolition of attached outbuilding to 2 School Crescent (resubmission).
UNACCEPTABLE	

30 Dash End	Erection of 1½ storey dwelling and cart lodge (following demolition of existing garage. Resubmission
UNACCEPTABLE	

Kedington Primary School	Consultation on Planning Application which will be determined by Suffolk County Council on front and rear extensions.
ACCEPTABLE	

- 11.3 Planning Applications – Decisions received from Borough Council:**
- | | |
|---|---|
| 30 Dash End
REFUSED | Erection of 1½ storey dwelling and cart lodge (following demolition of existing garage). |
| 2 Prospect Terrace
GRANTED | Change of use of residential annexe to holiday accommodation. |
| Stonebridge Farm
Hundon Road
GRANTED | (i) Alteration to existing vehicular access; (ii) erection of boundary fence and entrance gates. |
| Aviemore
Hundon Road
GRANTED | Construction of new vehicular access. |
| Calford Green Cottage
GRANTED | Erection of (i) two storey side extension; (ii) single Storey rear extension (following part demolition of existing extension). |
| Cotton Hall Stud
LAWFUL | Certificate of Lawful Development (existing) – continued use of stud as residential dwelling. |
| 30 Dash End Lane
GRANTED | Erection of single storey side and rear extensions. |
- 11.4 Any other housing / planning matters:**
- Clerk reported letter had been received from Planning Department re 30 Dash End, Kedington to confirm they had received an amendment to resubmission and Certificate B received on 03 November 2009.
- Clerk reported letter had been received from Planning Department that an appeal to the Planning Inspectorate re refusal of planning application for change of use of residential annexe to separate dwelling at 2 Prospect Terrace, Kedington.
- 12 Consultations**
- 12.1 BT Payphone Consultation:**
Chairman informed Councillors BT is offering Parish and Community Councils the opportunity to adopt red telephone kiosks without payphone facility for £1. Noted there are no red telephone kiosks in Kedington.
- 12.2 NATS TCN Update:**
Chairman informed Councillors that there will be no TCN consultation on revised air routes until at least September 2010.
- 13 Events**
- 13.1 Nominations:**
- 13.1.1 SALC Winter Warmers – 02 December 2009 – Bury St Edmunds:**
No nominations.
- 13.1.2 SALC Power of Well-Being Training Session – 01 December 2009 – SALC Offices, Clayden:**
No nominations.
- 13.2 Councillor absences (update)**
The Chairman requested Councillors update the Clerk with any planned absences.

14

Any other business (new matters)

Cllr Double requested the sewerage and drainage system in Kedington be put on the agenda for the January 2010 meeting of the Parish Council.

Meeting closed at 9.35 p.m.

The date of the next meeting will be Tuesday 15 December 2009, commencing at 7.40 p.m. in The Library, Arms Lane, Kedington. Councillors are asked to note the meeting will close at 9.00 p.m.

Signed **Date.....**