

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 19 JANUARY 2010
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present: Cllr Terry Wheeler (Chairman)
Cllr Peter Donoghue (Vice-Chairman)
Cllr Jennifer Bradnam
Cllr Peter Garner
Cllr Richard Hobbs
Cllr Zoe Palmer

Ms Marion Farrant (Clerk)

In attendance: Mrs Anne Gower (County Councillor); Mrs Marion Rushbrook (Borough Councillor); Mrs B Surridge (Parishioner); Mrs P Parker (Parishioner); Mr R Pound (Parishioner); Mr P Byron (Parishioner); Mr S Mcguire (Parishioner); PCSO Dave Matchett (Safer Neighbourhood Team) joined the meeting to report only.

		ACTION
1	<p>Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present (5 mins) Mr Byron and Mr Mcguire both stated they had an interest in agenda item 3. Mrs Parker stated she was attending as an observer.</p> <p>Open meeting</p>	
2	<p>Welcome and apologies Apologies for absence were received from Cllr Gloria Double (Health) and Mr Shaun Jarvis (Wildlife Group).</p> <p>Close meeting</p>	
3	<p>Co-option of New Parish Councillors Mr Peter Byron addressed the meeting stating he had previous experience as a Parish Councillor and had a particular interest in environmental matters in the village.</p> <p>Mr Simon Mcguire addressed the meeting stating he had lived in Kedington for the past fifteen years and had family ties with the village dating back over one hundred years. He said he wanted to become a Parish Councillor to see how village issues are dealt with and how local democracy worked.</p> <p>In reply to a question asked by the Chairman, both Mr Byron and Mr Mcguire stated they would be prepared to attend training courses. Councillors put questions to Mr Byron and Mr Mcguire, before the Chairman asked them to leave the meeting so Councillors could make a decision.</p> <p>A resolution was put forward by Cllr Bradnam, seconded by Cllr Garner to co-opt Mr Byron and Mr Mcguire to Kedington Parish Council. Unanimously agreed.</p> <p>Mr Byron and Mr Mcguire rejoined the meeting and each signed the Declaration of Acceptance of Office form. The Chairman officially welcomed them to the Parish Council and invited them to participate in the rest of the meeting.</p> <p>Open meeting</p>	Annex 1 & 2

4 To agree and sign as a correct record the minutes of the meeting held on 16 December 2009 and minutes of the Extraordinary Meeting held on 14 January 2010

The minutes of the meeting held on 16 December 2009 were agreed as a true record. Proposed by Cllr Palmer, seconded by Cllr Garner and unanimously agreed by all present. The Chairman duly signed the minutes.

The minutes of the Extraordinary Meeting held on 14 January 2010 were deferred to the next meeting.

5 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 declared an interest in agenda item 10. Cllr Palmer declared an interest in any matter that may arise appertaining to Silver Street.

Close meeting

6 Visitor's Reports

County Councillor Anne Gower reported that she and Marion Rushbrook would be holding the next Parish Surgery on Saturday 20 February 2010 from 10 a.m. – 12 Noon in Kedington Library. A representative from the Safer Neighbourhood Team had also been invited. Councillor Gower stated she would be attending a meeting on "Quality of Life" issues on 12 February 2010. She asked that any indications the Parish Council wished to make should be given to her as soon as possible.

Cllr Hobbs spoke about Kevin Shipp's plan of improvement for traffic related issues in Kedington and stated that even if this plan was introduced over two or three years, a steer was needed about what was to be done and priorities.

County Councillor Marion Rushbrook reported that the Local Government Review deadline was today. Councillor Rushbrook also reported she had passed on information from Suffolk Culture about possible funding opportunities to Steve Brown, Chairman of the KCA.

Safer Neighbourhood Team – Rural South Newsletter for January 2010 is attached to these minutes as Annex 3.

Annex 3

Open meeting

The Chairman reported that John Cahill had been in contact with the Clerk stating he may have an interest in attending SNT Tasking Meetings as a NW/SNT representative for Kedington. It was proposed by Cllr Palmer, seconded by Cllr Garner and unanimously agreed that John Cahill should be asked if he wished to fulfil this role and report back to Parish Council. The Chairman stated if Mr Cahill attended these meetings on behalf of Parish Council, travelling expenses would be paid.

Close meeting

At this point PCSP Dave Matchett joined the meeting and gave a resume of crimes in Kedington over the past four weeks:

- 1 criminal damage to vehicle
- 2 thefts from vehicles in Westward Deals

PCSO Matchett also reported that extra patrols were being made because of concerns about youths walking about the village until 2 a.m.

Cllr Bradnam asked PCSO Matchett if he could provide specific information about a burglary in September 2009 that the SNT were notified about by Haverhill C.I.D., but had not appeared in any of the statistics provided by the SNT for the period covering 09 September 2009. PCSO Matchett said he would look into this.

Open meeting

7 Clerk's Report

The Clerk read out her report which is attached to these minutes as Annex 4.

Annex 4

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 08 December 2009 minutes:

None.

8.2 Receive draft minutes of 12 January 2010 meeting and ratify any recommendations if necessary:

Cllr Wheeler went through highlights of the meeting.

- Financial position as at 31 December 2009 was satisfactory with £24,389 (60.86%) of the budget spent, leaving £15,686 in hand. Additionally £43,191 is held in Reserves.
- A bank transfer of £5000 from Bank of Ireland to Alliance & Leicester Girobank was agreed.
- A Petty Cash imprest of £50 was agreed.
- Winter Gritting – agenda item for this meeting.
- Proposed new basket ball area; position on Old School Field was agreed as adjacent to wooden fort on tree line. Site meeting to be arranged with contractor.
- M D Landscapes asked to cut back the hedge on right hand side of path in Silver Street Park at least one metre from footpath and raise canopies (where necessary) on any trees maintained by Parish Council as their winter work hours.
- Grant of £170 awarded to Suffolk Accident Rescue Service under Sn 137 LGA 1972, as being of benefit to local people.
- Cheque made payable to ARCO was ratified.
- Twelve payments, one credit and one Direct Debit totalling £2,761.50 for Supplier Payments as at 31 December 2009 and one Bank Transfer of £5,000 were approved and cheques signed by Cllr Wheeler and Cllr Double.

9 Complaint made by Parish Councillor to Chairman

The Chairman reported he had received a complaint from a Parish Councillor against the Parish Council and two other Councillors. The Chairman said the complainant and the two other Councillors would not be named in public at the present time because of data protection.

The Chairman stated that the complaint had been acknowledged and would be dealt with in line with the Parish Council's complaint procedure. It was agreed that the Employment, Grievance and Policy Committee would be convened to investigate the complaint and report its findings back to full Parish Council. He went on to say that two Councillors already serving on this Committee were named in the complaint so would not be able to sit on the Committee at this juncture. The Chairman proposed for the purpose of the investigation that Cllr McGuire serve on the Committee; seconded by Cllr Donoghue and agreed by all. The Chairman further proposed for the purpose of the investigation that Cllr Byron serve on the Committee; seconded by Cllr Bradnam and agreed by all. It was agreed that the Employment, Grievance and Employment Committee would convene as soon as possible.

10	<p>Agree new plans and specifications for proposed new Parish Council Office</p> <p>At this point Cllr Donoghue "Declared an Interest" and signed the Interests Book.</p> <p>All Councillors had reviewed the revised plans/specifications and a resolution was put forward by Cllr Palmer, seconded by Cllr Garner and unanimously agreed by all Councillors (with the exception of Cllr Donoghue who did not vote) that the Parish Council should proceed and obtain new estimates from the three preferred builders for building the new office only.</p> <p>Cllr Hobbs queried whether the alterations to the roof line would affect the CCTV camera. Cllr Donoghue said he would speak to Steve Brown from the KCA and give him a copy of the revised plans.</p>	<p>PD</p> <p>PD</p>
11	<p>Parish Council Website</p> <p>The Chairman reported that since John Cahill's resignation from the Parish Council, there is no one to keep the website updated; the Clerk is not trained to do this and nominations were requested. It was suggested that the Editor from Kedington News should be approached to see if he would be interested in facilitating this task on behalf of the Parish Council on a voluntary basis.</p>	<p>MF</p>
12	<p>Environmental / Grounds Maintenance Matters</p>	
12.1	<p>Hedge bordering Old School Field with Mill Road:</p> <p>Clerk requested that this matter be deferred as Cllr Double not in attendance to report on this item. Cllr Hobbs queried why this item was back on the agenda, as it had been discussed previously and a decision taken. Cllr Byron stated he was conducting the Suffolk Hedgerow Survey for Kedington and he believed that, as the hedge had now surveyed and registered, it could not be moved. Cllr Bradnam said that she felt the hedge, in its present position made motorists stop at the end of School Road and move out more cautiously into Mill Road rather than just swinging out from the junction with just a glance towards the right.</p> <p>The Chairman put forward a resolution that the hedge should remain in its present position and not be moved back; seconded by Cllr Hobbs and unanimously agreed by all Councillors present.</p>	
12.2	<p>Draft a liability agreement for land Parish Council rents from Thurlow Estate:</p> <p>The Chairman reported that Kedington Parish Council had rented the land along Riverside Walks from Thurlow Estate since since 1972, paying a peppercorn rent of £1 per annum. There has never been a legal agreement about liability for this land, which is covered under the terms of Parish Council insurance. However, Thurlow Estate have requested an agreement be drawn up to protect their position. It was agreed that the Clerk should liaise with SALC and seek advice about how to draw up an agreement and the terms it should contain.</p>	<p>MF</p>
12.3	<p>Any other environmental/grounds maintenance matters:</p> <p>Cllr Donoghue reported the entrances into Riverside Walk from Mill Road are very churned up and muddy and asked if the entrance should have some bark put down. Cllr Byron replied that nearly all the ice had melted which means the gravel drains under the mud should start working and the area should start to dry out. The Chairman suggested that the situation be reviewed next month.</p> <p>Cllr McGuire reported overgrown hedges from gardens bordering The Baulk. Clerk requested to write to house owners.</p> <p>Cllr Bradnam reported overgrown "grasses" obscuring the Give Way sign at junction of School Road with Kings Hill. Clerk requested to write to house owner.</p>	<p>PD</p> <p>MF</p> <p>MF</p>

	<p>Cllr Bradnam reported that the problem of dogs fouling the path that runs along the side of the Great Meadow in Arms Lane was getting worse and asked if a dog bin could be installed near Ketton Thatch. It was agreed that the Village Handyman would be asked to install the spare dog bin in the area near to the bottom of the Great Meadow to see if this helped to alleviate the problem. Cllr Donoghue put forward a resolution that a new dog bin should be ordered, to keep as a spare in case of damage to any of the other bins in the village; seconded by Cllr Bradnam, agreed by all Councillors.</p>	MF				
	<p>Cllr Garner reported he had approached three contractors and asked them to put in a quotation for refurbishment work at the entrance to Old School Field. The Chairman requested that Cllr Garner ensure all quotations are available for next Finance Committee meeting.</p>	PG				
13	Highway/Footpath/Street Furniture matters					
13.1	<p>Discuss report from Kevin Shipp on traffic issues in Kedington and agree recommendations:</p> <p>Kevin Shipp's report had been previously circulated to all Councillors. Cllr Hobbs stated that the report was "off base" from what was discussed at the "village walk round" meeting. Cllr Hobbs said what was required from Mr Shipp was a complete timetable/plan of works needed, together with start and end dates, costings and budgets available to get this work done.</p> <p>Close meeting</p> <p>Mrs Surridge said she had been in contact again with Kevin Shipp about the incomplete road markings at Calford Green. The Clerk stated that Western Area Highways had met with Carillon (contractors) early in December 2009 and it was hoped the work would soon be completed (weather permitting).</p> <p>Open meeting</p>					
13.2	<p>Winter Gritting – matters arising from recent severe weather conditions:</p> <p>E-mails received from Suffolk County Council and County Councillor Anne Gower will be circulated to all Councillors.</p>	MF				
13.3	<p>Any other highway/footpath/street furniture matters:</p> <p>Road sign in Sturmer Road (on grass bank opposite bungalows) depicting road turning off to left has been knocked down. Clerk to report to Kevin Shipp.</p>	MF				
14	Any other reports (on-going matters)					
14.1	<p>KCA Report:</p> <p>There was no KCA report.</p>					
15	Housing/Planning					
15.1	<p>Applications for discussion at meeting:</p> <p>None.</p>					
15.2	<p>Planning Applications – Observations conveyed by Parish Council:</p> <p>None.</p>					
15.3	<p>Planning Applications – Decisions received from Borough Council:</p> <table><tr><td>30 Dash End REFUSED</td><td>Erection of 1½ storey dwelling and cart lodge (following demolition of existing garage. Resubmission</td></tr><tr><td>Land adjacent to 2 School Crescent GRANTED</td><td>Erection of new dwelling and vehicular/pedestrian (following demolition of attached outbuilding to 2 School Crescent (resubmission).</td></tr></table>	30 Dash End REFUSED	Erection of 1½ storey dwelling and cart lodge (following demolition of existing garage. Resubmission	Land adjacent to 2 School Crescent GRANTED	Erection of new dwelling and vehicular/pedestrian (following demolition of attached outbuilding to 2 School Crescent (resubmission).	
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- 15.4 Any other housing / planning matters:**
None.
- 16 Consultations**
None.
- 17 Events**
- 17.1 Nominations:**
- 17.1.1 Looking after War Memorials – 04 March 2010 – Cambridge**
Clerk reported she had already booked a place for Parish Council on this Seminar as spaces were limited. Cllr Palmer nominated to attend this event.
- 17.1.2 Meeting to discuss options for Passenger Transport Services in and around Kedington Parish – 2nd February 2010, 6.30 – 8.30 p.m. Wickhambrook**
No nominations.
- 17.1.3 Suffolk Culture and Sport Partnership planning for Open Weekend event to mark the start of the 2012 Olympic Games**
No nominations. Suggested Parish Council pass this on to KCA.
- 17.2 Councillor absences (update)**
The Chairman requested Councillors update the Clerk with any planned absences.
- 18 Any other business (new matters)**
Cllr Bradnam reported she had been approached by several residents from Silver Street about the chaos caused by motorists when the Fish and Chip Van visits Kedington on a Friday evening. Cllr Bradnam handed the Clerk five letters from residents of Silver Street and two sets of photographs depicting damage to property.

Close meeting

The Chairman asked Mrs Parker if she would like to elaborate on this matter. Mrs Parker stated her driveway had been damaged by motorists who use it to park and turn when visiting the Fish and Chip Van. She added that she has endured aggressive and abusive behaviour from motorists, along with other residents of Silver Street. Mrs Parker said that residents do not want to stop the Fish and Chip Van visiting, they merely wish to have this happen without any aggravation or damage to property.

Open Meeting

The Chairman requested the Clerk to liaise with the Police to ask if “No Parking” cones can be put out on Friday evenings while the Fish and Chip Van is visiting the village. He further requested the Clerk acknowledge letters from residents and put the matter on the agenda for the next Parish Council meeting.

MF

Meeting closed at 9.45 p.m.

The date of the next meeting will be Tuesday 16 February 2010, commencing at 7.40 p.m.in The Library, Arms Lane, Kedington.

Signed **Date.....**