

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16 MARCH 2010
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present:

Cllr Terry Wheeler (Chairman)
Cllr Peter Donoghue (Vice-Chairman)
Cllr Peter Byron
Cllr Peter Garner
Cllr Richard Hobbs
Cllr Simon Mcguire
Cllr Zoe Palmer

Ms Marion Farrant (Clerk)

In attendance: Mrs B Surridge (Parishioner); Mrs P Parker (Parishioner); Mr R Parker (Parishioner); Mr S Jarvis (Wildlife Group); PC18 Trish Sinclair (Safer Neighbourhood Team) joined the meeting to report only.

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| 1 | <p>Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present (5 mins)</p> <p>Mrs Parker stated an interest in agenda item 13.3. Mr Jarvis stated an interest in agenda item 12. Mrs Surridge stated an interest in agenda item 14.1 and reported she would be attending two Local Development Framework Hearings on 27 April 2010 re Core Strategy and 05 May 2010 re Haverhill (North East option) to address questions asked.</p> | |
| 2 | <p>Open meeting</p> <p>Welcome and apologies</p> <p>The Chairman welcomed all present. Apologies for absence were received from Cllr Gloria Double (Health); Cllr Jennifer Bradnam (Personal); County Councillor Anne Gower (Health) and Borough Councillor Marion Rushbrook (work commitment).</p> | |
| 3 | <p>To agree and sign as a correct record the minutes of the meeting held on 19 January 2010 and minutes of the Extraordinary Meeting held on 14 January 2010.</p> <p>The minutes of the meeting held on 19 January 2010 were agreed as a true record. Proposed by Cllr Garner, seconded by Cllr Donoghue and unanimously agreed by all present.</p> <p>The minutes of the Extra Ordinary Meeting held on 14 January 2010 were agreed as a true record. Proposed by Cllr Donoghue, seconded by Cllr Garner and unanimously agreed by all present.</p> | |
| 3.1 | <p>To note decision why February 2010 Parish Council meeting was cancelled:</p> <p>The Chairman reported that there had been extra meetings during January 2010 due to investigation of a complaint received from a Parish Councillor, which had increased the Clerk's workload considerably, thus taking her time away from usual duties. The Clerk was on sick leave between 29 January and 06 February 2010, which had been preceded by a period of Annual Leave between 20 and 28 January 2010; this, together with a backlog of work resulted in the decision being taken to cancel the February 2010 meeting.</p> | |

4	<p>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)</p> <p>Cllr Donoghue declared an interest in agenda item 9.</p> <p>Close meeting</p>	
5	<p>Visitor's Reports</p> <p>Safer Neighbourhood Team – PC 18 Trish Sinclair present her report which is attached to these minutes as Annex 1.</p> <p>Bury Rural South SNT Newsletter for March 2010 is attached to these minutes as Annex 2.</p> <p>The Chairman reported that Sgt Kevin Horton has asked PCSO Kayla Packman to try and set up a Neighbourhood Watch Scheme in Westward Deals and Dash End Lane as it appeared that Westward Deals suffered the most car crimes and Dash End Lane had recently had a spate of thefts. John Cahill had reported to the Clerk he would be happy to continue as the SNT Neighbourhood Representative for Kedington at Tasking Meetings and report back to Parish Council. A resolution was put forward by the Chairman, seconded by Cllr Donoghue and agreed by all present to pay travelling expenses to Mr Cahill for attending meetings.</p> <p>Cllr Donoghue reported that the Police Direct System alerts to crime via e-mail.</p>	<p>Annex 1</p> <p>Annex 2</p>
6	<p>Open Meeting</p> <p>Clerk's Report</p> <p>The Clerk read out her report which is attached to these minutes as Annex 3.</p>	<p>Annex 3</p>
6.1	<p>Consider further action (on action taken or reports received since last meeting):</p> <p>Councillors agreed that the photographs from the Display Case in the Community Centre should be passed to the History Group and that the Parish Council would be happy for the KCA to consider keeping the case within the Community Centre and vary the displays with other items of local interest throughout the year.</p> <p>A resolution was put forward by Cllr Garner, seconded by Cllr Palmer and unanimously agreed that the Parish Council would not be seeking to purchase a "line" of advertising on the proposed KCA Notice Board.</p>	
7	<p>Finance Committee</p>	
7.1	<p>Consider any matters arising from 12 January 2010 minutes:</p> <p>None.</p>	
7.2	<p>Receive draft minutes of 09 March 2010 meeting and ratify any recommendations if necessary:</p> <p>The Chairman went through highlights of the meeting.</p> <ul style="list-style-type: none"> • Cllr Wheeler was elected Chairman of Finance Committee and Cllr Palmer was elected as Vice-Chairman. • Financial position as at 28 February 2010 was satisfactory with £31,340 (78.20%) of the budget spent, leaving £8,735 in hand. Additionally £43,191 is held in Reserves. • Asset Register was reviewed. Extra column to be added to reflect replacement values for insurance purposes. 	

- Clerk awarded payment for 26 hours owing due to extra work over the past two months because of complaint. Payment to be made with immediate effect so as to come out of current year's budget.
- Parish Council Accountant had put in a quotation of £610 for financial year 2010/2011. A resolution was put forward by the Chairman, seconded by Cllr Hobbs and unanimously agreed to accept this quotation.
- Grant of £7,500 from St Edmundsbury Borough Council Capital Grants programme towards the cost of new Parish Council Office confirmed.
- Grant of £1,000 received from County Councillor Anne Gower's Locality Budget towards cost of new Parish Council Office.
- Accounts and Audit (Amendment)(England) Regulations 2006 – Review and effectiveness of Internal Audit in readiness for new financial year carried out and minor changes implemented.
- Site of new basketball area agreed on Old School Field; approximately 25 – 40m from wooden fort.
- Street Furniture Condition Report received. The Village Handyman has made an excellent job of keeping street furniture in an excellent condition so no major repairs necessary.
- Quotation of £2,100 (no vat) from The Green Room, Landscapes and Construction to carry out improvements to entrance to Old School Field in School Road recommended for ratification. Resolution to ratify Finance Committee proposal put forward by the Chairman, seconded by Cllr Hobbs and unanimously agreed by all present.
- Grants - Thank you letter received from Suffolk Accident Rescue Service.
- Grants – St Edmundsbury NEWSTALK awarded £50 under Sn 137 LGA 1972 as being of benefit to local people.
- Grants – Kedington Community Association awarded £250 for proposed improvements towards a new storage area in Community Centre under Sn 137 LGA 1972 as being of benefit to local people.
- Grants - Suffolk Age Concern application deferred until it is known how many local people use their services.
- Grants – Optua (formerly Rethink Disability) grant declined as not being of benefit to local people.
- Seven payments, one credit and one Direct Debit totalling £1,676.15 approved and cheques signed by Cllr Wheeler and Cllr Garner.

Cllr Donoghue asked for draft minutes to be amended as follows:

Item 6.5 second paragraph should read "PAC" tested.....

Item 7 – correspondence, item 4 "Cheque for £1000 received from County Councillor Anne Gower's Locality Budget towards the proposed new office project".

The Chairman reported that written notification of the Precept for 2010 / 2011 had not yet been received from St Edmundsbury Borough Council.

8 Receive report from Employment, Grievance and Policy Committee following investigation of complaint received from a Parish Councillor against the Parish Council and two other Councillors

The Chairman reported that in accordance with procedure and advice from SALC, the complaint had been fully investigated and hearings had taken place. After a full investigation and having reviewed all the evidence, both written and oral, the Committee did not uphold the complaint. The complainant did not attend the hearings on the grounds of ill health and did not submit a reply to questions asked in writing.

The Chairman also reported that following notification to the complainant about the outcome of the complaint, he had received a letter from an interested "third" party (not the complainant or advocate). The letter contained several inaccuracies and also some untrue allegations about the Clerk. All Parish Councillors in attendance were not happy about this and it was unanimously agreed that the Chairman and Clerk should seek legal advice about the content of the letter. The Chairman confirmed that no acknowledgement to the letter would be sent.

9 Discuss funding; receive quotations and award contract for proposed new Parish Council Office.

At this point Cllr Donoghue "Declared an Interest" and signed the Interests Book.

The Clerk reported she was still trying to source other funding for the project. SALC had been contacted and information was given about sourcing a Public Works Loan if this was a route the Parish Council decided to look in to.

Cllr Donoghue presented three quotations received from preferred builders. It was noted that R.G. Carter did not enter a quotation.

A L Properties	£54,000
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Jackson & Bragg	£52,676
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Graham Smith	£47,750
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The quotations were considered and although Graham Smith Builders were the most cost effective, it was agreed that they would not be offered the contract on the grounds that information had come before the Parish Council stating they had recently been charged and convicted of illegal dumping.

A resolution was put forward by Cllr Garner, seconded by Cllr McGuire and unanimously agreed to offer the contract to Jackson & Bragg. Cllr Donoghue did not take part in the show of hands.

10 Receive letter from Parishioner following incident on 21 February 2010

A letter received from the wife of a Parishioner who was assaulted on 21 February 2010 was read out to the meeting. The incident involved anti-social violent behaviour from patrons leaving the Barnardiston Arms Public House in the early hours of the morning. It was acknowledged that the booking at the Public House was taken on by the previous Landlord, but that the Parish Council would write to the new Landlords stating that if incidents of anti-social behaviour happen again, the Parish Council will oppose late licensing for functions. It was further agreed that the new Landlords would be asked about their future plans for the public house.

11 Receive report from War Memorials Trust Seminar

Cllr Palmer reported she had attended a seminar in Cambridge on 04 March 2010. Cllr Palmer reported the role of the War Memorials Trust was to help restore and upkeep War Memorials, most of which were built after the First World War. There are two avenues for grants to help restore/upkeep War Memorials. There are around 100,000 War Memorials which are not documents; the Imperial War Museum would like photographs of any record of inscriptions to enable them to keep a record. It was unanimously agreed that Cllr Palmer should undertake to send in photographic evidence of the War Memorial in the Churchyard.

The Chairman thanked Cllr Palmer for attending the seminar and suggested information from this should be circulated to Councillors in a reading pack.

12 Environmental / Grounds Maintenance Matters

12.1 Any other environmental/grounds maintenance matters:

Cllr Hobbs reported that branches growing into power lines on a tree sited on Watermill Field had still not been cut back. Clerk to speak to Thurlow Estate.

Cllr McGuire reported bushes growing out onto footpath in Mill Road as you go towards Cordwainer Close.

Cllr Byron requested a meeting be held to discuss the copse of trees in Silver Street Park. Chairman advised this could be done when Strimming Contract starts.

Clerk reported letter from Parishioner stating that the paths opposite the Church and along Church Walk up to the School are full of leaf debris, making it dangerous. Unanimously agreed that Village Handyman should be asked to clear these areas.

13 Highway/Footpath/Street Furniture matters

13.1 Receive e-mail from Parishioner concerning parking in Dane Close:

The Chairman read out an e-mail from a Parishioner in Dance Close about people parking on the road instead on their driveways because of inconsiderate parking by other drivers which blocks in their cars. The Parishioner was concerned as some cars were parking half on the road, half on the path, which made it difficult and dangerous for children, as drivers can't see them before they step out into the road.

Close meeting

Mr Jarvis pointed out that emergency vehicles could not get access in this area in the event of an emergency.

Open

It was unanimously agreed that this item should be raised in the next Chairman's Letter and that the Clerk should write to all residents in Dane Close asking for more consideration when parking. Clerk to also contact Kevin Shipp.

13.2 Receive letter from The Stourhead Benefice regarding St Peter & St Paul Church Walk:

The Chairman read out a letter received from The Stourhead Benefice regarding the erosion of the Church wall due to the volume of traffic. It was unanimously agreed that a copy of the letter should be sent to Highways.

13.3 Fish and Chip Van visiting Silver Street on Friday evenings (update):

Cllr Byron read out a letter received from "Chippy's". It was felt the letter was very co-operative and positive; Chippy's stated they wished to offer a service to the village to provide benefit and least disruption, confirming they take any problems caused very seriously. Chippy's confirmed they had provided leaflets to all their customers asking them to be courteous when parking in the vicinity of the mobile van and not to cause any obstruction to nearby driveways. A poster had also been placed on the van making the same statement. Councillors asked if the mobile van could be turned round and the owners of the Village Stores approached to see if people could park on the block paving.

Close

Mr Parker (Parishioner) stated that cars will not park on the new block paving for fear of getting blocked in by cars parking in the road. Mr Parker added he still had to block off his driveway on a Friday evening.

Open

Cllr Byron suggested that Chippy's Cashier could ask people to move cars parked on the path near the bridge to improve safety. The Chairman requested the Clerk to contact Kevin Shipp at Highways to ask if double yellow lines can be considered so that the Police can enforce "no parking".

Guillotine

With the time at 9.45 p.m. it was proposed by the Chairman, seconded by Cllr Donoghue and agreed by all to raise the guillotine for 15 minutes.

13.4 Any other highway/footpath/street furniture matters:

Cllr Hobbs reported missing "ramp" sign in Arms Lane.

Cllr McGuire reported the 2nd and 3rd drains are blocked and the first street light is not working in Mill Road. He further reported the "school" warning sign by side of road near Watermill Field is facing the wrong way.

14 Any other reports (on-going matters)

14.1 Local Development Framework – Rural Site Allocations Preferred Options:

The Chairman reported that the Rural Site Allocation Preferred Option for Kedington was to build 65 houses on the site at Stourmead Close. The eight week consultation period for comments will be from 12 April to 10 June 2010 and the Borough Council are planning to hold drop-in sessions, followed by a short presentation in villages across the Borough. It was decided that a Public Meeting would be called to discuss the Borough Council's Preferred Option and the Parish Council would see if a date could be finalised to coincide with the drop-in session.

14.1 Report from Dedham Vale on National Grid proposals for Bramford to Twinstead:

This document will be circulated to all Councillors.

15 Housing/Planning

15.1 Applications for discussion at meeting:

None.

15.2 Planning Applications – Observations conveyed by Parish Council:

Serena House	Already approved under SE/09/0536. Revised
8 Dash End Lane	scheme for erection of (i) 1½ storey dwelling with
UNACCEPTABLE	integral garage; (ii) provision of vehicular access.

15.3 Planning Applications – Decisions received from Borough Council:

None.

15.4 Any other housing / planning matters:

Minor amendment received to planning permission granted for Calford Green Cottage (SE/09/1201). Size of rear extension reduced, omitting roof lights and door from front elevation and inserting obscure glazed fixed light first floor window to side elevation and replacing casement windows to front elevation with glazed panel and door. Letter from Borough Council confirmed changes were acceptable.

16 Consultations

16.1 Suffolk County Council Draft Fire Action Plan 2010 – 2011:

This document will be circulated to all Councillors.

17 Events

17.1 Nominations:

17.1.1 Parish Council Conference: Thursday 29 April 2010 – Gt Whelnetham
None.

17.1.2 Village of the Year Awards 2010
None.

17.1.3 NALC's Local Council Awards 2010
None.

17.1.4 Dedham Vale AONB and Stour Valley Forum: Plans, Places and People
Wednesday 26 May 2010 – 2.00 – 5.00 p.m.
None.

17.2 Councillor absences (update)

The Chairman requested Councillors update the Clerk with any planned absences.

18 Any other business (new matters)

The meeting closed at 10.05 p.m.

The date of the next meeting will be Tuesday 20 April 2010, commencing at 7.40 p.m.in The Library, Arms Lane, Kedington.

Signed **Date.....**