

**MINUTES OF MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 15 JUNE 2010
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present: Cllr Terry Wheeler (Chairman)
Cllr Zoe Palmer (Vice-Chairman)
Cllr Peter Byron
Cllr Peter Donoghue
Cllr Gloria Double
Cllr Richard Hobbs
Cllr Simon McGuire

Ms Marion Farrant (Parish Clerk)

In attendance: Mrs M Rushbrook (Borough Councillor); Mrs D Charles (Suffolk Hate Crime Service); Mrs J Milner (Parishioner); Mrs B Surridge (Parishioner); Mr N Loader (Parishioner); Sgt K Horton (Bury Rural South Safer Neighbourhood Team) joined the meeting for item 5 only.

ACTION

1 Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present

Mrs Surridge expressed an interest in agenda item 8. Mrs Milner expressed an interest in agenda item 15.2. Mr Loader expressed an interest in finding out how to become a Parish Councillor. The Chairman explained to Mr Loader there were no vacancies at the present time, but current term of office for Councillors would expire in May 2011, at which time any member of the Parish who fulfils the criteria to be a Councillor can put in papers to stand for election.

Open meeting

2 Welcome and apologies

The Chairman welcomed back Cllr Double and asked if the set-up of tables/chairs was suitable for her; Cllr Double confirmed it was.

Apologies for absence were received from Cllr Bradnam (Holiday); Cllr Peter Garner (Holiday) and County Councillor Anne Gower (Holiday).

At this point the Chairman read out a letter from Cllr Double (not an agenda item). The letter stated that Cllr Double would be using an audio machine at all future Parish Council meetings due to arthritis and not being able to hold a pen for any length of time. The letter also stated that Cllr Double needed to use an audio machine to enable her to participate properly as a Parish Councillor.

The Chairman stated that in the past Mr Upton (Kedington On-line News) had been refused permission by Councillors to use an audio machine. He added that Councillors did not need to produce copious notes as minutes are taken and agreed. The Chairman said that advice on this matter had been sought from SALC and read from an e-mail sent by them. The e-mail said that minutes are the record that Councillors and the public have available to act as a true record and that the use of an audio machine would be a retrospective measure for use at meetings. Cllr Double said SALC would only be able to advise if they had the correct information before them and stated according to the Disability Discrimination Act adjustments in 2007 to the 2005 Act, she was entitled to use an audio aid. Cllr Double said she had also been advised by the Speech & Language Therapist to use an audio aid. With the Chairman's permission the Clerk asked Cllr Double whether she had a problem with her minute taking. Cllr Double refused to answer this question.

	<p>After taking views from other Councillors the Chairman proposed a resolution that Cllr Double should not be given permission to use an audio machine at this meeting, seconded by Cllr Hobbs. Four votes in favour of resolution, 2 abstentions, Cllr Double did not vote. Chairman requested Clerk to research the use of audio equipment at meetings.</p>	MF
3	<p>To agree and sign as a correct record the minutes of the meeting held on 18 May 2010</p> <p>Cllr Palmer asked for an amendment to agenda item 11 requesting sentence stating "<i>it is believed that a child was scratched by one of the dogs</i>" is removed. Minutes then proposed as a true record by Cllr Palmer, seconded by Cllr Hobbs; agreed by four Councillors who were present at the meeting. The Chairman duly signed the minutes.</p> <p>The Chairman asked for it to be recorded that draft minutes are not seen by the Chair of Parish Council or Finance Committee before they are distributed.</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 Palmer declared an interest in agenda item 15.2.</p> <p>Close meeting</p>	
5	<p>Visitor's Reports</p> <p>Bury Rural South Safer Neighbourhood Team</p> <p>Sgt Kevin Horton was in attendance for this item and his report is attached to these minutes as Annex 1.</p> <p>St Edmundsbury Rural South SNT Newsletter for June 2010 is attached to these minutes as Annex 2.</p> <p>Sgt Horton took questions from Councillors and Parishioners about assault incident; parking near school; two mismanaged incidents; mobile fish & chip van and speed checks. Sgt Horton reported the average speed limit for the Parish of Kedington was quite high and he would make a speed referral to Suffolk County Council. Sgt Horton also suggested Parish Council look in to running a Community Speedwatch scheme, but said this would involve a cost to the Parish Council. It was agreed that the Clerk would inform Sgt Horton on the date of the meeting with Kevin Shipp from Suffolk County Council. The Chairman thanked Sgt Horton for his report.</p> <p>Sgt Horton then left the meeting.</p> <p>Borough Councillor Marion Rushbrook reported:</p> <ul style="list-style-type: none"> • Dates for the Wos-Up team visits to Kedington had now been distributed. • Bin Round Changes – collection dates to be finalised. • Teen Bus for 13 – 19 year olds. Councillor Rushbrook will chase up availability of this facility for Kedington. • Wickhambrook now taken off the LDF as a Key Service Centre. Could be argued that criteria for Kedington are the same. G.P. Surgery proposed closure decision should be made in October 2010. <p>Open meeting</p>	<p>Annex 1</p> <p>Annex 2</p> <p>MF</p>
6	<p>Clerks' Report</p> <p>The Clerk read out her report which is attached to these minutes as Annex 3.</p>	Annex 3

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 11 May 2010 minutes:
None.

7.2 Receive draft minutes of 08 June 2010 meeting:
The Chair of the Finance Committee when through highlights of the meeting.

- Financial position at 31 May 2010 was that £5,401.26 (13.5%) of the budget had been spent, leaving a balance of £34,623.74. Additionally £47,832.69 is held in Reserves.
- Clerk to query interest rate of 0.001% with Bank of Ireland.
- Report received from Internal Auditor.
- Annual Return figures for 2009/10 agreed and signed.
- Complaint has been made to Playworld regarding site preparation and specification on new basketball area. Invoice will not be paid until complaint resolved.
- Working party to be set up for proposed new Parish Council Office.
- Picnic benches/litter bin for Old School Field. County Councillor Anne Gower to be approached to see if these could be funded from her Locality Budget.
- Notice Board in Haverhill Road damaged by fire. Village Handyman to repair.
- Thank you letters for grants received from 1st Kedington Cub Scouts; St Peter & St Paul Church Restoration Appeal and Suffolk Age Concern.
- 1st Kedington Guides awarded grant of £240 to purchase new tents under Sn 137 LGA 1972, as being of benefit to local people.
- Seven payments totalling £1,924.42 for Supplier Payments as at 31 May 2010 and one Bank Transfer of £5,000 were approved and cheques signed by Cllr Wheeler and Cllr Garner.

7.3 Receive recommendation from Finance Committee to accept Annual Return for 2009/2010 and if agreed, Chairman to sign:

Section 2 – Annual Governance Statement from the Annual Return was read out and questions answered. After satisfactory completion, a resolution was put forward by Cllr Palmer, seconded by Cllr Donoghue and unanimously agreed to accept the Annual Return for 2009/10. The Chairman signed the Annual Return.

8 Local Development Framework (update)

Cllr Palmer reported she had been in contact with Ian Poole, Planning Policy and Specialist Services Manager at St Edmundsbury Borough Council regarding a comment he made at the Local Development Framework presentation held in the Community Centre on 12 April 2010. Mr Poole had stated at this meeting there were no problems with the water/sewerage in Kedington. Cllr Palmer said she had subsequently asked Mr Poole for the report that he would have received from Anglian Water stating their views on the impact of new housing in Kedington and the sewerage report stating that the sewerage works in Kedington can cope with a new housing development. Cllr Palmer said she had downloaded the report, SFRA and Water Cycle Study, commissioned by Forest Heath District Council and St Edmundsbury Borough Council. The report had highlighted some sewerage constraints and problems. Information to be sent to Councillors in a reading pack. Matter can then be discussed again at another meeting.

MF

9	Discuss provision of a new Standing Order The Chairman stated that if a Councillor was not attending a Finance Committee meeting or Parish Council meeting, apologies for absence would normally be put forward, read out at the meeting and recorded in the minutes. It has recently transpired that as a matter of good practice (advice from SALC), apologies should also be recorded as being accepted. The Chairman proposed that in future when apologies are put forward, a brief discussion on acceptance should take place and agreement to accept the apologies recorded. Cllr Double asked what would happen if apologies were not accepted by Parish Council. The Chairman replied that a letter would be sent stating apologies not accepted and reasons why. However, he added there would have to be good reasons for non-acceptance and this would probably be a rare thing. Cllr Hobbs put forward a concern to Cllr Double about her health. Cllr Double replied she had been advised by her G.P. not to attend any Parish Council meetings because of her health and stress this may cause. At this point (9.30 p.m. approximately), the Clerk left the meeting, discussion on agenda 9 ceased and Cllr Palmer took over taking notes.	
10	Emergency Planning (initiative from Suffolk County Council) Item deferred. Information to go round in Reading Pack.	MF
11	Local Flooding Survey Item deferred. Information to go round in Reading Pack.	MF
12	Environmental / Grounds Maintenance Matters	
12.1	Any other environmental/grounds maintenance matters: E-mail received from Thurlow Estate stating they are not keen to arrange the tree risk assessment for The Cut and the proposed Licence seeks to pass liability onto the Parish Council. The Chairman reported that no amendment has been made on the draft Licence to Clause 12/13 (Trees/Tree Risk Assessment). All agreed that Parish Council did not want to take on responsibility for trees until a complete Risk Assessment has been carried out by Thurlow Estate; following this, in the future, the Parish Council wanted rights to chose own contractor to carry out this task. Parish Council also required deletion of "dog mess" in Clause 15 and "weeds" as The Cut is a wildlife area.	MF
13	Highway/Footpath/Street Furniture matters	
13.1	Any other highway/footpath/street furniture matters: Library sign in Silver Street needs tightening. Sign for Arms Lane needs chasing. Charred signs in Mill Road (near Watermill Bridge) need reporting.	MF
14	Any other reports (on-going matters) None.	
15	Housing/Planning	
15.1	Applications for discussion at meeting: None.	
15.2	Planning Applications – Observations conveyed by Parish Council: Deferred to next meeting.	
15.3	Planning Applications – Decisions received from Borough Council: Deferred to next meeting.	
15.4	Any other housing / planning matters: None.	

16 Consultations

Deferred.

17 Events

17.1 Nominations:

17.1.1 Suffolk ACRE Annual General Meeting 14 July 2010 at 5.45 p.m.

Henley Community Centre

No uptake.

17.2 Councillor absences (update)

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

18 Any other business (new matters)

None.

The meeting closed at 9.45 p.m.

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

Signed

Dated