MINUTES OF THE ANNUAL MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 17 MAY 2011
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON

***Present**:*

Cllr Terry Wheeler (Chairman)
Cllr Zoe Palmer (Vice-Chairman)
Cllr Jennifer Bradnam
Cllr Peter Byron
Cllr Peter Donoghue
Cllr Peter Garner
Cllr Nathan Loader
Cllr Simon McGuire
Cllr Richard Pound

Ms Marion Farrant (Parish Clerk)

In attendance: Mrs M Rushbrook (Borough Councillor); Mrs S Berridge (Parishioner); Mr S Jarvis (Wildlife Group); Mr M P Upton (Parishioner); Mr G Van De Zande (Parishioner).

ACTION

1 Election of Chairman for 2011 / 2012

Cllr Palmer proposed Cllr Wheeler, seconded by Cllr Pound. There were no other nominations. Unanimous vote in favour of Cllr Wheeler who accepted the position of Chairman and proceeded to sign the Declaration of Acceptance of Office of Chairman form. Annex 1

2 Election of Vice-Chairman for 2011 / 2012

Cllr Wheeler proposed Cllr Palmer, seconded by Cllr Bradnam. There were no other nominations. Unanimous vote in favour of Cllr Palmer who accepted the position of Vice-Chairman.

3 Welcome and apologies

The Chairman welcomed everyone present, especially Cllr Loader and Cllr Pound who were duly elected to the Parish Council on 5th May 2011. Apologies for absence were received from County Councillor Anne Gower.

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 Byron declared an interest in agenda item 10.4. Cllr Loader declared an interest in agenda item 10.4. Cllr Pound declared an interest in agenda item 12.1.

5 Appointments / Councillor Responsibilities for the Year 2011 / 2012

The list of Appointments and Councillor Responsibilities is attached to these minutes as Annex 2. For the record, Councillor Responsibilities were proposed, seconded and voted on. Annex 2

Finance Committee

Cllr Garner : Proposed Cllr Bradnam, seconded Cllr Palmer, unanimous
Cllr Bradnam: Proposed Cllr Wheeler, seconded Cllr Garner, unanimous
Cllr Palmer : Proposed Cllr Bradnam, seconded Cllr Wheeler, unanimous
Cllr McGuire : Proposed Cllr Palmer, seconded Cllr Garner, unanimous
Cllr Wheeler : Proposed Cllr Donoghue, seconded Cllr Bradnam, unanimous

Employment, Grievance & Policy Committee

Cllr Wheeler : Proposed Cllr Palmer, seconded Cllr McGuire, unanimous
Cllr Loader : Proposed Cllr Palmer, seconded Cllr Bradnam, unanimous
Cllr Palmer : Proposed Cllr Byron, seconded Cllr McGuire, unanimous
Cllr Bradnam : Proposed Cllr Donoghue, seconded Cllr Loader, unanimous
Cllr Byron : Proposed Cllr McGuire, seconded Cllr Wheeler, unanimous

6 To agree and sign as a correct record the minutes of the meeting held on 21 September 2010

A proposal to accept the minutes of 21 September 2010 as a true recorded was put forward by Cllr Bradnam, seconded by Cllr Palmer and unanimously agreed.

Close meeting

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

Mrs Berridge asked that the Parish Council improve its Public Relations strategy in light of the recent Local Elections, as many Parishioners did not know some / any of the candidates standing for election. The Chairman replied that the Parish Council is at present having "snapshots" done of all Councillors, which, together with some literature about them will go on all Notice Boards, be posted in the Library and be attached to the next Chairman's Letter. The Chairman acknowledged that lessons had been learned from this.

Mrs Berridge also asked that a letter from Sir Michael Berridge be read out under agenda item 12.2.

Mr Jarvis expressed an interest in agenda item 12. Mr Jarvis stated he was disappointed that Richard Hobbs had not been re-elected to serve on the Parish Council, adding that Mr Hobbs had done some really good work whilst he was on the Parish Council. Mr Jarvis also asked if the Parish Council could do something to stop cars parking on Watermill Field and also on the grassed areas on Westward Deals. The Chairman said these issues could be put in the next Chairman's Letter to raise awareness and asking Parishioners to take more responsibility when parking; the parking on Westward Deals would be reported again to the Borough Council.

8 Visitor's Reports

Borough Councillor Marion Rushbrook reported:

Cllr Rushbrook offered her congratulations to all Parish Councillors for being democratically elected. Cllr Rushbrook spoke about the Mobile Fish & Chip Van visiting the village on a Friday evening, stating she thought the problems had now diminished. With the Chairman's permission, the Clerk replied that the problems were still ongoing with traffic congestion; recently the bridge and Silver Street being blocked with buses (and an ambulance) not being able to get through. Clerk reported this issue would be dealt with by agenda item 13.1.

Cllr Rushbrook reported that a proposal had been put forward to build approximately 25 houses on the former Limes Cottages site. The Chairman said the site to the south of Kedington School had also been brought back to the "table" and Bidwells (acting as agent for the landowner) were planning to do further consultations with the Parish. Cllr Rushbrook said she had been told the site to the south of the school was Amenities – Open Space and would look into this.

Bury Rural South Safer Neighbourhood Team:

With the Chairman's permission, the Clerk read out a report from the Safer Neighbourhood Team, which is attached to these minutes as Annex 3. Annex 3

Open meeting

9 Clerks' Report

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

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

None.

10 Finance Matters

10.1 Discuss and agree Parish Council Reserves for 2011/2012:

It was proposed by the Chairman, seconded by Cllr Palmer and unanimously agreed by all present that the Parish Council Reserves for 2011/2012 should remain as follows:

	£
Recreation Equipment	7,501.64
Road Safety Reserve	3,000.00
Grant Reserve	1,189.53
Legal Cost Reserve	1, 000.00
Clerk's Gratuity	1,250.00
General Reserve	13,826.61
	27,766.78

It was acknowledged that the General Reserve had been significantly reduced by the cost of legal fees, but it was hoped that some of the costs can be claimed back when the Parish Council enter a complaint against the Claims Handlers appointed by the Parish Council Insurance underwriters.

10.2 Review and agree Asset Register for Kedington Parish Council.

This item was deferred to the next Finance Committee meeting.

10.3 New Councillor Training (ratify attendees):

It was agreed that Cllr Loader and Cllr Pound should attend the New Councillor Briefing (facilitated by SALC) being held on 14th June 2011 at Haverhill Arts Centre. It was further agreed that "in-house" refresher training would be beneficial for all Councillors. Clerk asked to contact SALC. MF

10.4 Consider KCA request for Kedington to become a "Connected Village":

At this point Cllr Byron and Cllr Loader declared an interest and signed the Interest's Book.

The Chairman read from an e-mail about a proposal to fund the KCA for one year to have access to a computer and the internet for the community to use, provided as part of St Edmundsbury Borough Council's "Connected Villages" initiative. The e-mail stated that after the first year, agreement needed to be sought from the Parish Council to fund the second year.

Councillors debated this issue and agreed that if the Parish Council agreed to fund the second year, they would be looking for the KCA to find the cheapest internet provider; give monthly reports and an assurance that usage would be monitored to ensure the suitability of various websites. A proposal was put forward by the Chairman, seconded by Cllr Garner, that he (Chairman) should take the form to read the Terms and Conditions of the iniative before signing and that if the Parish Council funded the second year, in the form of a grant from Sn 137, then other grant applications from the KCA may not be looked on favourably in the current financial year. There were no other proposals and a vote was taken with 4 in favour, 3 against. Cllrs Byron and Loader took no part in the vote. TW

11 Review current Standing Orders; agree necessary changes and implement:

The Chairman reported he had been informed by the Clerk that Standing Orders should be reviewed yearly and this was a practice not currently being carried out by the Parish Council. To ensure this is rectified the Chairman suggested a Working Party should be formed to look at current Standing Orders and notify the Parish Council of any changes needed. Agreed that the Working Party would consist of the Chairman, Vice-Chairman, Cllr McGuire and the Clerk.

12 Environmental / Grounds Maintenance Matters

12.1 Receive letter from Kedington Woman's Institute regarding trees along The Cut:

At this point, Cllr Pound declared an interest and signed the Interest's Book.

The Chairman read out a letter received from Val Farthing, President of Kedington Women's Institute. The letter stated the flowering cherry tree that had been planted for the W.I's 50th Anniversary had died and they wanted permission for it to be removed. They further requested that as 2013 is the 90th Anniversary of the W.I. they would like to replace the removed tree with a native tree in that year. The W.I. also asked if "wild growth" around trees planted for the W.I.'s 80th and 85th Anniversaries be cleared to enable the trees to flourish.

Cllr Byron suggested the W.I. might like to consider planting a Sweet Chestnut tree as a replacement. It was proposed by Cllr Bradnam, seconded by Cllr Palmer and agreed by all Councillors, (with the exception of Cllr Pound who took no part in the discussion), that the requests should be sanctioned. MF

12.2 Any other environmental/grounds maintenance matters:

The Chairman read out a letter received from Sir Michael Berridge concerning the Poplars on Watermill Meadow, requesting the Parish Council considers the dangers posed by the very large poplars that run along Mill Road. Sir Michael further stated that it was relevant that similar Poplars on Risbridge Meadow have been removed and replaced by indigenous trees and that the Parish Council might consider such an option in their future plans for Watermill Meadow. With agreement from Councillors, the Chairman said the Parish Council would consider pollarding these trees after the initial Risk Assessments had been carried out. Cllr Garner suggested pollarding should be done every three years as a matter of course.

The Baulk – Overgrown trees; Chairman asked Clerk to chase up. MF

Path along Hundon Road – Cllr Bradnam reported that basal shoots from a tree adjoining Westward Deals are overgrown and blocking the path. MF

Silver Street Bridge – Clerk reported debris trapped in the middle leg of the bridge on the river needs clearing.

13 Highway/Footpath/Street Furniture matters

13.1 Ratify Traffic Proposals from Suffolk County Council:

Chairman reported that Councillors had reviewed plans for traffic proposals for Kedington which is attached to these minutes as Annex 5. A resolution was put forward by Cllr Bradnam, seconded by Cllr Garner to accept the proposals by Suffolk County Council. There were no other resolutions. Seven votes in favour, two abstentions, motion carried. Suffolk County Council will now engage in formal consultations about their proposals. Annex 5

13.2 **Any other Highway/Footpath/Street Furniture matters:**
Mobile Fish & Chip Van – Clerk requested to contact the owners of the Village Stores and Chippys to see if they would be willing to contribute to purchasing plastic cones for use in the area of the bridge in Silver Street, in an effort to alleviate traffic congestion. 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:**
None.

15.3 **Planning Applications – Decisions received from Borough Council:**
None.

15.4 **Any other housing / planning matters:**
Chairman reported he had received a telephone call from Rob Hopwood at Bidwells to say that because of changes in strategy, the admission site put forward to the LDF for Mr Kiddy, for land to the south of Kedington School would be put back on the table, with the probability of consultation with the Parish Council and Parishioners.

16 **Consultations**
None.

17 **Events**

17.1 **Nominations:**
None.

17.2 **Councillor absences (update)**
The Chairman requested Councillors update the Clerk with any planned absences.

18 **Any other business (new matters)**
Cllr Palmer requested an accident on Old School Field be placed on the agenda for next meeting. MF

Cllr Loader requested “Parish Plan” be placed on the agenda for next meeting. MF

The meeting closed at 9.43 p.m.

The date of the next meeting will be **Tuesday 21 June 201**1 commencing at 7.40 p.m.in The Library, Arms Lane, Kedington.

Signed …… Dated ……...