

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 20 SEPTEMBER 2011
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present:

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

Ms Marion Farrant (Parish Clerk)

In attendance: PCSO 3219 Kayla Packman (Bury Rural South SNT), Mrs B Surridge, Mr J Brett, Mr J Pelling, Mr R Parker, Mrs P Parker (Parishioners).

ACTION

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

Mr Brett expressed an interest in agenda item 12, in particular about the consultation letter sent out by Suffolk County Council (SCC) regarding parking restrictions in various parts of the village, as he was not clear whether SCC wanted people to respond. Chairman reported to Mr Brett that Parish Council have written to SCC about the consultation and letters sent out to Parishioners by them, but no reply had yet been received.

Mr & Mrs Parker expressed an interest in agenda item 12.1. They also asked when the white lines would be repainted on and over the narrow bridge in Silver Street following resurfacing work in June 2011 and whether something would be done about the signs showing priorities at the bridge. Clerk reported she had been in touch with Western Area Highways (SCC) and was told the "lining" contractors had a backlog of work at the present time, but the white lines for the bridge in Silver Street would be raised as a priority.

2 Welcome and apologies

The Chairman welcomed everyone present. Apologies for absence were received from County Councillor Anne Gower; Borough Councillor Marion Rushbrook; Cllr Jennifer Bradnam (personal); Cllr Peter Garner (other commitment); Mrs S Berridge and Mr S Jarvis (Wildlife Group).

3 To agree and sign as a correct record the minutes of the meeting held on 19 July 2011

A proposal to accept the minutes of the meeting held on 19 July 2011 as a true record was put forward by Cllr Palmer, seconded by Cllr Donoghue and unanimously agreed by all present. The Chairman duly signed the minutes.

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 9. Cllr Palmer declared an interest in agenda item 10.

Close meeting

5 Visitor's Reports

Bury Rural South Safer Neighbourhood Team:

PCSO 3219 Kayla Packman read out her report from the Bury Rural South Safer Neighbourhood Team, which is attached to these minutes as Annex 1. Some of the crimes reported were damage to motor vehicles (3); thefts from contractor huts on Simms Lane (3); minor vandalism and youth caught smoking cannabis. PCSO Packman reported that the younger children had asked for something to do in the winter months, i.e. a Youth Club.

Annex 1

Sgt Kevin Horton has been moved from Clare Police Station on a permanent basis and there will be no direct replacement for him. Sgt Kevin Jay from Bury Rural North will be looking after the Rural South Team at Clare, which now consists of PC Ruth Horton, PC Trish Sinclair, PCSO Kayla Packman and PCSO Ryan Wilson.

Open meeting

6 Clerks' Report

The Clerk read out her report which is attached to these minutes as Annex 2.

Annex 2

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 12 July 2011 minutes:

None.

7.2 Receive draft minutes of 13 September 2011 meeting:

Cllr Palmer (Chair of Finance Committee) went through highlights of the meeting:

- Minutes of meeting held on 12 July 2011 approved and signed.
- Financial position at 31 August 2011 is that £15,416.27 (35.02%) of the budget had been spent, leaving a balance of £28,603.73. Additionally £27,766.78 is held in Reserves.
- Transfer of £5000 from Bank of Ireland deposit account to Nat West Bank plc, current account approved.
- Clerk to attend training seminar at SALC on 21 September 2011, on "Dealing with Difficult People and Situations".
- Agreed to purchase new metal storage cupboard for Parish Council office.
- Clerk to do intensive course at SALC for Certificate in Local Council Administration (CiLCA).
- Damaged door on Parish Council Notice board in School Road has been repaired.
- Risk Assessment forms considered for use with Parish Council contracts.
- Winter Work for Grounds Contract 'A' was discussed.
- Agreed that a meeting will take place in October to assess work needed on the copse in Silver Street Park, so this can be included in next year's precept.
- Wooden Litter bin has been ordered and will be paid for from grant given by County Councillor Anne Gower's Locality Budget.
- Five companies have been approached to carry out the Tree Survey on land owned by Thurlow Estate.
- Three companies have been asked to tender for re-surfacing areas with "safety surfacing" on Old School Field.
- Elephant Springer has been reinstalled on Old School Field.

TW/SM/PG

- Grant of £65 awarded to Royal British Legion for purchase of wreath and donation to Poppy Appeal 2011, under Sn 137 LGA 1972, as being of benefit to local people.
- Thank you letters for grants received from Macmillan Cancer Support; Age Concern Suffolk and St Peter & St Paul Church Kedington, Restoration Appeal.
- Ten payments totalling £4,611.99 for Supplier Payments as at 31 August 2011 and a Bank Transfer of £5,000 were approved on 13 September 2011. Cheques signed by Cllr Palmer and Cllr Garner.

Cllr Loader asked the Chairman if the Parish Council ever considered putting money into Bonds. Chairman replied this would not be practicable as the money held by the Parish Council needs to have instant access. Chairman did suggest that putting some of the Parish Council Reserves into a higher interest account could be looked at after the end of the current financial year.

MF

7.3 Consider quotations for refurbishment of play surfaces on Old School Field and award contract:

Refurbishment work to play surfaces on Old School Field required (a) removing bark from Wooden Fort (Village Handyman to remove fence) and laying MOT Type 1 base and EPDM Wet Pour Safety Surfacing; (b) laying new EPDM Wet Pour Safety Surfacing under Cross Scales and (c) extend basketball area by 5 sq m, lay MOT type 1 base and EPDM Wet Pour Safety Surfacing laid, to include overlay of existing tarmac area.

Associated Surfaces (quote for (a) and (b) only)	£ 5,196.00
R S S Playmakers (quote for tiger mulch surface not EPDM)	£17,172.53
Playground Supplies [quote for areas (a), (b) and (c)]	£ 7,476.00

A resolution was put forward by Cllr Palmer, seconded by Cllr Byron to accept the quotation by Playground Supplies and award them the contract. There were no other nominations. Unanimous decision.

MF

8 Parish Plans

Clerk read out a letter received from Annette Gray, Consultation and Community Support Officer at Suffolk ACRE regarding Parish and Neighbourhood Plans. It was agreed that Annette Gray should be invited to speak about this matter at a future Parish Council Meeting.

Cllr Loader reported to Councillors he had been in contact with Jamie Letts from Hunden and also Suffolk ACRE about the way forward for Kedington to prepare a Parish Plan, which normally takes about 12 – 18 months to complete. Cllr Loader said there is funding available from Suffolk ACRE to help with setting up and cost of producing Parish Plans.

9 Local Development Framework – Proposed development of Stourmead Close

Cllr Byron declared an interest and signed the Interest's Book. Cllr Byron remained in the meeting while the Clerk was reporting.

Clerk reported she had received correspondence from a resident of Cordwainer Close, stating he had heard if the new development of approximately 65 houses went ahead on the Stourmead Close site, there would be no new access road put in. As well as increased traffic on Risbridge Drive with 65 more houses to accommodate, building contractor's vehicles would have to use Risbridge Drive as access to the site, causing a lot of disturbance to residents.

The Chairman requested the Clerk write to the Parishioner to explain that the Parish Council had not seen any plans for proposed development on the Stourmead Site and would not be able to comment until such time as these were available.

MF

10	<p>Land to the South of Kedington School</p> <p>Cllr Palmer declared an interest and signed the Interest's Book. Cllr Palmer remained in the meeting to hear the Clerk report.</p> <p>Clerk reported that Bidwells were hoping to stage a Public Exhibition at either the Community Centre or British Legion Hall to show plans for the proposed development on land to the South of Kedington School. Bidwells were asking Parish Councillors to endorse a Public Exhibition, from which they would detail a full report of Parishioners views and furnish to the Parish Council. Councillors were in favour of a Public Exhibition, but only if the Public Meeting about the proposed development is held on the same day, so that representatives from Bidwells were on hand to answer Parishioner's questions.</p>	
11	Environment / Grounds Maintenance Matters	
11.1	<p>Hedge at entrance of Riverside Walks from Mill Road:</p> <p>Cllr Donoghue reported on this matter and put forward a resolution to remove the hedge between the entrances to Riverside Walk (The Cut) from Mill Road and put in new fencing to improve the safety and amenity of the area, following concerns raised by a Parishioner. The resolution was seconded by Cllr Palmer. There were no other resolutions. Unanimously agreed. Chairman asked Cllr Donoghue if he would prepare a plan and specification for this work before quotations are invited.</p>	PD
11.2	<p>Request from M D Landscapes (Anglia) Ltd:</p> <p>Clerk reported that the Parish Council's Contractor for Grounds Contract "A", M D Landscapes (Anglia) Ltd, had requested a testimonial from Kedington Parish Council, which they wanted to include in a new website they were creating. A resolution was put forward by the Chairman, seconded by Cllr McGuire, that in view of the high quality of work which had been carried out by M D Landscapes since they began working for the Parish Council in April 2009, a testimonial should be provided. There were no other resolutions. Unanimously agreed.</p> <p>Close meeting</p> <p>Mrs Surridge pointed out that any complimentary comments should be dated to safeguard the Parish Council.</p> <p>Cllr Palmer also suggested the Parish Council put in a clause that they have the right to remove the testimonial.</p> <p>Open meeting</p>	MF
11.3	<p>Any other environmental/grounds maintenance matters:</p> <p>Clerk reported that she had received notification about St Edmundsbury Borough Council's next Countryside Forum and sought Councillor's permission to ask Mr Jarvis if he would attend again on behalf of the Parish Council. Unanimous agreement.</p> <p>Cllr Byron requested the Parish Council write to St Edmundsbury Borough Council to ask that the green area on the right as you enter Stourmead Close be preserved as an amenity area. Cllr Byron said that children regularly play on the green, which has also seen Bee Orchids growing over the past few years. Unanimous agreement.</p> <p>Cllr Palmer requested the Parish Council ask St Edmundsbury Borough Council to re-instate the steps onto Risbridge Meadow from Cordwainer Close.</p>	MF MF MF

12	Highway/Footpath/Street Furniture matters	
12.1	Traffic problems in Silver Street: Photographs provided to the Parish Council showing parking problems in Silver Street were circulated to Councillors. Problems caused by large lorries making deliveries to the Village Stores were discussed. Councillors unanimously agreed that the Clerk should write to the owners of the Village Stores to request they ask suppliers to use smaller delivery vehicles and for deliveries to be staggered if they are scheduled for the same day. Also, that lorry drivers are asked to park with consideration to other road users. Clerk also requested to look at the Planning Application granted for alterations to the Village Stores to see if there were any conditions attached to this regarding parking and deliveries.	MF
12.2	Suffolk County Council – Restructure of Highways and Transport Services: Clerk reported on a letter received from Suffolk County Council. Letter to be circulated to all Councillors.	MF
12.3	Any other Highway/Footpath/Street Furniture matters: Cllr Palmer reported on the confusion caused by the sudden road closure in School Road, due to repairs to sewerage pipes. Clerk reported at the time of road closure, the Parish Council had received no notification from Network Assurance. Cllr Loader reported the sign for Public Footpath No 13 to Cotton Hall was missing. Clerk to report to Suffolk County Council. Cllr McGuire reported the dead tree on Dane Common had not been removed. Clerk to chase up. Cllr Byron put forward a suggestion to have a Village Car Park on the top Meadow at the Community Centre, next to Bell Cottage.	MF MF MF
13	Any other reports (on-going matters) None.	
14	Housing/Planning	
14.1	Applications for discussion at meeting: None.	
14.2	Planning Applications – Observations conveyed by Parish Council: SE/11/0764 – Land adjacent to 34 School Road, Kedington Minor amendments to original application. ACCEPTABLE SE/11/0903 – Low Field, West End Lane, Kedington Erection of (i) two storey and single storey side extension; (ii) replacement garage. ACCEPTABLE SE/11/0984 – Oak View, Taylors Farm Road, Kedington Erection of dwelling (following demolition of existing dwelling) and cart lodge; (ii) alterations to vehicular access. ACCEPTABLE	
14.3	Planning Applications – Decisions received from Borough Council: TPO 275 (1999)2 Application – Fell one Wellingtonia tree (T1 on Order) Dane House, Haverhill Road, Kedington. GRANTED	

SE/11/0764 – Land adjacent to 34 School Road, Kedington
Minor amendments to original application.

GRANTED

SE/11/0795 – Rowans House, Calford Green

Extension of time limit for an additional three years for the commencement of development authorised by planning permission SE/08/0967 for erection of cart lodge with attached summerhouse and workshop.

GRANTED

14.4 Any other housing / planning matters:

None.

15 Consultations

15.1 Suffolk County Council Mobile Libraries consultation:

Agreed that as Kedington did not receive services from the Mobile Library, it would be inappropriate to complete questionnaire.

15.2 Coalition Government Consultation Draft of National Planning Policy Framework (NPPF):

To be circulated to all Councillors.

MF

16 Events

16.1 Nominations:

16.1.1 St Edmundsbury Parish Conference – 20 October 2011, 18.00 hours.
Cllrs Palmer and McGuire to attend.

16.1.2 Suffolk Preservation Society Conference on “Fire & Thatch – a burning issue” Saturday 15 October 2011, 09.00 – 17.00 hours.
No uptake.

16.1.3 Institution and Induction Service for Reverend Derek Hollis by the Stourhead Benefice on Tuesday 04 October 2011, 19.30 hours at St Peter & St Paul Church, Kedington. Clerk, Cllrs Palmer, McGuire and Pound to attend.

16.1.4 Invitation to “Suffolk Recycling Experience”. Various dates.
No uptake.

16.2 Councillor absences (update):

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

17 Any other business (new matters)

None.

The meeting closed at 9.25 p.m.

The date of the next meeting will be **Tuesday 18 October 2011** commencing at 7.40 p.m. in The Library, Arms Lane, Kedington.

Signed

Dated