

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 19 JUNE 2012
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

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

In attendance: Ms Marion Farrant (Parish Clerk)

Also in attendance: There were no Parishioners present.

		ACTION
1	Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present None. Open Meeting	
2	Welcome and apologies The Chairman welcomed everyone present. Apologies for absence were received from Cllr Peter Byron (holiday); Cllr P Rowsell (work); PCSO Kayla Packman; Bury Rural South Safer Neighbourhood Team; Suffolk County Councillor Anne Gower; Borough Councillor Marion Rushbrook; Mr & Mrs Surridge (Parishioners).	
3	Discuss the minutes of the meeting held on 15 May 2011 The Chairman explained to those present that the Clerk had her car stolen the day after the Annual Meeting of the Parish Council. The case containing paperwork and notes from the meeting were stolen from the car as well as other personal items belonging to the Clerk. An agenda from the meeting of 15 May 2011 was distributed to all councillors present and main points from the meeting were recollected and noted by the Clerk, in order that these could be recorded. The minutes will be put forward for agreement at the meeting on 17 July 2012.	
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) Councillors Palmer, Garner and McGuire declared an interest in agenda item 13.1.1. Close meeting	
5	Visitor's Reports Report received from the Bury Rural South Safer Neighbourhood Team had been e-mailed to all councillors prior to the meeting and is attached to these minutes as Annex 1. Open meeting	Annex 1

6	Clerks' Report Clerk's report is attached to these minutes as Annex 2.	Annex 2
6.1	Consider further action (on action taken or reports received since last meeting: Clerk requested to reply to Inspector Peter Ferrie's letter, drafting a copy to the Chair and all councillors before it is sent. Letter to include comparison of Clare with Kedington, i.e. Kedington has more residents but fewer businesses. Invite Inspector Ferrie to September's Parish Council meeting.	MF
7	Finance Committee	
7.1	Consider any matters arising from 10 April 2012 minutes: None.	
7.2	Receive draft minutes of 12 June 2012 meeting: Cllr Palmer (Chair of Finance Committee) went through highlights of the meeting: <ul style="list-style-type: none"> Financial position at 31 May 2012 is that £6,116.13 (12.75%) of the budget had been spent, leaving a balance of £41,868.87. Additionally £26,255.78 is held in Reserves. Unaudited Income & Expenditure Account for year ended 31 March 2012 was received. Notification of precept payment of £47,985.00 received from St Edmundsbury Borough Council. New banking mandates to amend signatories for Bank of Ireland and Nat West accounts signed. Clerk reported significant deterioration to conditions in parish council office due to wet weather. Audit Commission is carrying out consultation on appointment of external auditor for 2012/2013 and future years. Cllr Wheeler had been asked to provide a quotation to repair the Notice Board on Westward Deals to make this for use by parish organisations and then quote to provide a new lockable notice board for Parish Council use only; present notice board not adequate. Working Party for new Parish Council office/meeting room is seeking quotations for the "groundwork" stage of the project. Grant of £250 given to St Peter & St Paul Church, Kedington – Restoration Appeal under Sn 137, LGA 1972, as being of benefit to local people. Grant of £100 given to Kedington Primary School PTFA towards provision of ice rink at their Christmas Fayre 2012, under Sn 137, LGA 1972, as being of benefit to local people. Grants for Stop Stansted Expansion and Vitalise had been declined as not being of benefit to local people. Nine payments totalling £3,421.11 for supplier payments as at 31 May 2012 approved and cheques signed by Cllr Palmer and Cllr Wheeler. 	
8	Office accommodation Chairman reported the garage where the Clerk currently works from does not meet Health & Safety regulations and has been condemned because the roof is leaking water through the light fittings and there is a significant amount of black mould growing on the walls and ceiling; because of this, the Clerk is finding it difficult to fulfil her duties. The Chairman put forward a resolution, seconded by Cllr McGuire that the Parish Council should rent a portacabin office at a cost of £26.00 per week, plus £90 transport costs, for the Clerk to work in. Kedington Community Association has agreed that the temporary portacabin can be sited next to the Community Centre. There were no other resolutions; unanimously agreed. Clerk requested to check out insurance cover for the portacabin.	MF

The Chairman further reported that the Working Party for the new office/meeting room project had met. Cllr Donoghue had drawn up specifications from the agreed plans to incorporate the first phase of the project, which would be to get the footings and ground works done. Two quotations had been sourced for this work and sealed tenders were opened:

I M Kiddy	£6,400.00 plus vat
S M Clerkin	£5,283.85

A resolution was put forward by the Chair and seconded by Cllr Pound to accept the quotation from S M Clerkin. There were no other resolutions. Unanimous acceptance by show of hands. Clerk confirmed that the first phase of the work would be paid from a grant of £7,500 from St Edmundsbury Borough Council.

9 Feedback from SNT Tasking Meeting

Councillors McGuire and Rowsell attended the Safer Neighbourhood Team Public Community Tasking Meeting on 13 June 2012 at Ixworth. Public were being warned about bogus police officers targeting properties. Priorities agreed for Kedington for the next three months were speeding on Sturmer/Haverhill Road; parking near the school and junctions; minor vandalism (graffiti). A member of the SNT will go to Kedington Primary School to talk to children about vandalism and also warn them of the danger of paddling in flood water, as had been the case recently when Silver Street Park flooded. Inspector Peter Ferrie had told the meeting, the S.I.D. speeding device would be put in the village on different occasions and also local business would be approached regarding articulated lorries using village roads.

10 Environment / Grounds Maintenance Matters

10.1 Maintenance of Silver Street Park:

Clerk reported that a further complaint had been received from a Parishioner living in Silver Street about the condition of the raised and low "beds" in Silver Street Park. The Parishioner felt the park was being neglected by the Parish Council since the Garden Society stopped maintaining the beds. A request from the Parishioner to retain the white rose bush in the low bed was noted, as this was planted in memory of a local lady. Councillors agreed that the beds needed maintaining regularly and this matter would need to be addressed when the precept was set in November. Mrs Pelling had now provided a list of plants suitable for planting. In the interim, it was agreed that the beds should be weeded and some plants purchased to enhance the area.

MF

10.2 Any other environmental/grounds maintenance matters:

Public Footpath No 17 – White Horse Lane, very overgrown. Clerk will report this.

MF

11 Highway/Footpath/Street Furniture matters

11.1 Any other Highway/Footpath/Street Furniture matters:

The Chairman reported he had removed the graffiti from the gazebo in Silver Street Park.

Councillor Garner reported he had replaced the worn link on the cross scales on Old School Field; he reported the rubber casing covering the links was splitting.

Councillor Donoghue reported the Village Sign was in need of refurbishment and the artwork needed repainting.

12 Any other reports (on-going matters)

None.

13 Housing/Planning

13.1 Applications for discussion at meeting:

13.1.1 Ketton Early Birds

Application for rear lean-to canopy on existing pre-school building

At this point Cllrs Palmer, Garner, McGuire declared an interest, signed the Interest's Book and left the meeting. Plans were reviewed and a decision made that the application was acceptable.

13.2 Planning Applications – Observations conveyed by Parish Council:

None.

13.3 Planning Applications – Decisions received from Borough Council:

None.

13.4 Any other housing / planning matters:

13.4.1 Feedback from Suffolk Preservation Society AGM

Councillor Donoghue attended the AGM and reported Jonathan Glancy, Architectural Correspondent with the Guardian newspaper and Campaign Manager for the Protection of Rural England gave a brief presentation on Neighbourhood Planning.

13.4.2 Draft Supplementary Planning Document (update):

Cllr Donoghue reported he had now added photographs to the Kedington Planning Document. Copies of the draft document have been forwarded to various people asking for constructive comments and views before it is presented to the Planning Department. The Chairman acknowledged it was a worthwhile document and thanked Cllr Donoghue for all his hard work.

Guillotine

With the time at 9.45 p.m. it was proposed by Cllr Palmer and seconded by Cllr McGuire to raise the guillotine for five minutes to conclude the agenda. Unanimously agreed.

14 Consultations

None.

15 Events

15.1 Nominations:

None.

15.2 Councillor absences (update):

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

16 Any other business (new matters for discussion only)

It was suggested the Parish Council create a spreadsheet depicting the traffic light system to record the progress of matters raised at meetings. Cllr Rowsell will devise a draft spreadsheet and circulate to councillors for comment.

PR

The meeting closed at 9.50 p.m.

The date of the next meeting will be **Tuesday 17 July 2012** commencing at 7.40 p.m.in The Library, Arms Lane, Kedington.

Signed

Dated