

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 18 SEPTEMBER 2012
HELD AT THE LIBRARY, ARMS LANE, KEDINGTON**

Present:

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

In attendance:

Ms Marion Farrant (Parish Clerk)

Also in attendance: Suffolk County Councillor Anne Gower; Dr A Pugh; Mr S Jarvis (St Edmundsbury Countryside Forum Representative); Mr J Hill (Parishioner)

PC 18 Trish Sinclair from the Bury Rural South Safer Neighbourhood Team joined the meeting for Item 5 only.

- | | | ACTION |
|---|---|--------|
| 1 | <p>Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present
Mr Jarvis registered an interest in agenda item 11.</p> <p>Open Meeting</p> | |
| 2 | <p>Welcome and apologies
The Chairman welcomed everyone present. Apologies for absence were received from Cllr Peter Garner (personal); Cllr Peter Byron (holiday); Cllr Peter Rowsell (work commitment); Borough Councillor Marion Rushbrook and Mrs Surridge (Parishioner).</p> <p>The Chairman read out a letter from Cllr Pound, stating it was his intention to stand down as a Parish Councillor following the meeting on 16 October 2012.</p> | |
| 3 | <p>Resolution to adopt new Suffolk Code of Conduct for Kedington Parish Council
Under the Localism Act 2011, councils have a legal obligation to adopt a code of conduct. A new regime for Suffolk came into force on 1st July 2012. Suffolk Association of Local Councils has worked with principal authorities to adopt a common code for all tiers of local government in Suffolk. Kedington Parish Council has received training on the Suffolk Code of Conduct facilitated by SALC. A resolution was put forward by the Chairman and seconded by Cllr McGuire that Kedington Parish Council should adopt the Suffolk Code of Conduct. There were no other resolutions; motion carried by unanimous vote.</p> | |
| 4 | <p>To receive members' declarations of Disclosable Pecuniary Interests and Local Non-Pecuniary Interests in accordance with the Suffolk Code of Conduct
None.</p> | |
| 5 | <p>To agree and sign as a correct record the minutes of the meetings held on 15 May and 17 July 2012
Minutes of the meeting held on 15 May 2012 were discussed; changes to the wording (agenda item 5) under heading for <u>Employment, Grievance & Policy Committee</u> was agreed. A resolution to agree the minutes of the meeting held on 15 May 2012 was put forward by Cllr Palmer and seconded by the</p> | |

Chairman. There were no other resolutions. Resolution carried with five votes for and one abstention.

A resolution to agree the minutes of the meeting held on 17 July 2012 was put forward by Cllr McGuire and seconded by Cllr Palmer. There were no other resolutions. Resolution carried unanimously. The Chairman duly signed both sets of minutes.

Close meeting

6 Visitor's Reports

Suffolk County Councillor Anne Gower reported:

- Suffolk County Council, as part of a national programme, was launching a "Be a Local Hero" campaign to encourage local people to play a bigger part in their local community.
- Suffolk County Council is making £1.3 million of funding available to connect more rural households and businesses to Broadband.
- The start of Suffolk Business Month.

PC 18 Trish Sinclair, Bury Rural South Safer Neighbourhood Team reported in the past month there had been four reported crimes in Kedington; three were for theft and one for indecent exposure to a nine year old girl. PC Sinclair confirmed that at the recent Priority Tasking Meeting, parking problems outside Kedington Primary School had been listed as a priority for a further three months, together with speeding in Hargrave, Hawstead, Chevington and Little Thurlow. Burglaries would also be a priority throughout the rural south area. PC Sinclair urged local people to use the "101" telephone number to report crimes, except in an emergency when "999" should be used. Next Priority Tasking Meeting will be on 11th December 2012 at 7 p.m. in Ixworth Village Hall.

Open meeting

7 Clerks' Report

Clerk's report is attached to these minutes as Annex 1.

Annex 1

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

None.

8 Finance Committee

8.1 Consider any matters arising from 10 July 2012 minutes:

None.

8.2 Receive draft minutes of 11 September 2012 meeting:

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

- Financial position at 31 August 2012 is that £16,375.75 (34.13%) of the budget had been spent, leaving a balance of £31,609.25. Additionally £26,255.78 is held in Reserves.
- A resolution was agreed to transfer £5,000 from General Reserves into Office Building Costs budget.
- Payment of £500 to the Clerk agreed under LG(FP) Act 1963, section 5 for use of her own home as an office to carry out work for Standards Committee Investigation and Employment Tribunal Hearing from May 2010 to October 2012. Noted that Clerk has not claimed any hours from the Parish Council for work carried out over this period.
- Quotations to refurbish the Village Sign received. Contract awarded to Antique Restorations with a quote of £168.00 for materials and labour.
- Play Equipment Annual Inspection Report received. Cllr Rowsell to inspect the report for issues arising.
- Agreed that spring bulbs would be planted around the village.

- Rubble in the soil deposited to form a gradient at entrance to The Cut in Mill Road will be removed and the area levelled and seeded.
- Grant of £70 awarded to the Royal British Legion (Kedington Branch) to purchase a wreath for Parish Council to lay on Remembrance Sunday, with the balance going to the Poppy Day Appeal 2012.
- Eleven payments and one replacement cheque totalling £4,056.35 for supplier payments as at 31 August 2012 approved on 11 September 2012 and cheques signed by Cllr Palmer and Cllr Wheeler.

9 New office accommodation – receive report from Working Party

Working party reported that three quotations had been received to carry out the brickwork on the new building; all contractors had received a copy of the specification.

- Wadman Ltd £14,910.00 (labour and materials)
- G K Services £6,600 (labour and materials, but excluding facing bricks)
- L T Boorman (£3,900 labour only)

A resolution was put forward by Cllr Donoghue, seconded by Cllr Pound that the contract should be awarded to L T Boorman and the Parish Council would source the materials needed. There were no other resolutions; unanimously agreed.

Quotations for the steel work were also received. At this point Cllr Donoghue declared a Non-Pecuniary Disclosable Interest and took no further part in the debate.

- GMC (Cambridge) Ltd £910 + £15 delivery + VAT
- Metcraft £968 + VAT

A resolution was put forward to accept the quotation from Metcraft as this was a local business, seconded by Cllr Palmer. There were no other resolutions; motion carried by five votes; Cllr Donoghue did not vote.

A resolution was put forward by the Chairman and seconded by Cllr McGuire that the decision to appoint a scaffolding company should be left to the Working Party after meeting potential contractors on site. There were no other resolutions, unanimously agreed.

10 Review Draft Standing Orders to encompass new Suffolk Code of Conduct for Kedington Parish Council

A resolution was put forward by the Chairman, seconded by Cllr McGuire that the Parish Council's Standing Orders should be amended to encompass the new Suffolk Code of Conduct and that the draft of amendments to Standing Orders from KPC 117-09, item 8, previously circulated to all Councillors be adopted. There were no other resolutions, unanimously agreed.

MF

11 Environment / Grounds Maintenance Matters

11.1 Any other environmental/grounds maintenance matters:

Letter read out from a Parishioner concerning the increasing problem of dog fouling in the village. Agreed that the Clerk should draft a notice to be put on all Notice Boards in the Parish, requesting that dog owners clean up after their dog has fouled. New posters from Keep Britain Tidy will also be put on dog bins.

MF

In Cllr Garner's absence, Cllr Palmer read out a letter he had passed on to her from a Parishioner concerned that open spaces in the villages had been allowed to go into decline over the past few years and the standard of workmanship of contractors employed by the Parish Council. Each point in the letter was discussed and the Clerk was requested to form a response on behalf of the Parish Council.

MF

Councillors reported several overgrown hedges on residential properties in the village that were obscuring paths and the highway. The Chairman requested the Clerk write to the property owners and asks for the hedges to be cut back.

MF

- 12 Highway/Footpath/Street Furniture matters**
- 12.1 Any other Highway/Footpath/Street Furniture matters:**
Blocked drains in Mill Road near the Church were reported. Clerk will notify appropriate authority.
- 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:**
None.
- 14.3 Planning Applications – Decisions received from Borough Council:**
- 14.4 Any other housing / planning matters:**
None.
- 15 Consultations**
None.
- 16 Events**
- 16.1 Nominations:**
16.1.1 Community Resilience Support Network West – 15th November 2012
6.00 p.m. West Suffolk House, Bury St Edmunds
No uptake.
- 16.2 Councillor absences (update):**
The Chairman requested Councillors update the Clerk with any planned absences.
- 17 Any other business (new matters for discussion only)**
Empty NHS houses in Mill Road – gardens very overgrown and neglected.

MF

The meeting closed at 9.30 p.m.

The date of the next meeting will be **Tuesday 16 October 2012** commencing at 7.40 p.m.in The Library, Arms Lane, Kedington.

Signed

Dated