MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 19 NOVEMBER 2013
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON

***Present**:* Cllr Simon McGuire (Chairman)
Cllr Peter Rowsell (Vice-Chairman)
Cllr Peter Donoghue
Cllr Terry Wheeler

Vacancies (3)

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: Suffolk County Councillor Tony Brown; St Edmundsbury Borough Councillor Marion Rushbrook; Mrs B Surridge (Parishioner).

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 all present. Apologies for absence were received from Cllr Palmer (personal); Cllr Loader (health) and PCSO Sophie Mitchell, Bury Rural South Safer Neighbourhood Team. Councillors unanimously agreed to accept apologies from Cllr Palmer and Cllr Loader.

3 To receive members' declarations of Disclosable Pecuniary Interests and Local Non-Pecuniary Interests in accordance with the Suffolk Code of Conduct
None.

4 To agree and sign as a correct record the minutes of the meeting held on 17 September and 15 October 2013
A resolution to agree as a correct record the minutes of the meeting held on 17 September 2013 was put forward by Cllr Donoghue and seconded by Cllr Rowsell. There were no other resolutions; resolution carried. The Chairman duly signed the minutes.

A resolution to agree as a correct record the minutes of the meeting held on 15 October 2013 was put forward by Cllr Wheeler and seconded by Cllr Donoghue. There were no other resolutions; resolution carried. The Chairman duly signed the minutes.

Close meeting

5 Visitor's Reports

Suffolk County Councillor Tony Brown:
Councillor Brown discussed with Parish Councillors an email he had received from Simon Curl, Assistant Area Manager for Highways and which had been distributed to all Councillors prior to the meeting. The email is attached to these minutes as Annex 1. It was agreed that the Clerk should write to the Cabinet member for Highways at Suffolk County Council, Mr Graham Newman to express the frustration felt by the Parish Council over highways issues in the village that have been ongoing for many years.

Annex 1

MF

St Edmundsbury Borough Councillor Marion Rushbrook:

- Councillor Rushbrook reported the Borough Council did not supply "dog bag dispensers" as these items could be easily abused and vandalised. However, the Borough Council are willing to spray pink stencils in "hot spot" locations for dog fouling as these give more of a "stand out" message than traditional signs. Councillor Wheeler suggested Parish Councillors should think of locations where the stencils could be deployed and email the Clerk with suggested locations which could then be discussed at next KPC meeting.
- Councillor Rushbrook reported a brochure has been published giving details of the partnership working between St Edmundsbury and Forest Heath Councils.
- Home Care and Community Meals will be undergoing a review in the coming months.
- B T Box in Haverhill Road – Councillor Rushbrook reported she would follow up this matter as nothing had been heard since the site meeting.

Bury Rural South Safer Neighbourhood Team
On behalf of PCSO Sophie Mitchell, the Chairman read out a report emailed to the Parish Council. There had been three crimes of note for Kedington from 15 October to 18 November 2013:

1) Burglary other building
2) Theft of front and rear number plates from a motor vehicle
3) Burglary dwelling with intent

Sturmer and Kedington Eleemosynary and Ecclesiastical Charities:
Mrs Surridge reported that of the four original charities, three had previously been closed leaving only the Kedington Eleemosynary Charity in existence. On 14th August 2013 an extraordinary meeting of the Trustees was called, during which all present signed three outstanding cheques and agreed the account should be closed and the charity wound up; the Charity Commissions have been informed. The balance of the money (£664.98) from the Kedington Eleemosynary Charity has been given to Kedington Primary Academy.

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:
Councillors agreed the Kedington Neighbourhood Watch bank account should be closed and the balance of the money in the account paid to the Parish Council.

MF

7 Finance Committee

7.1 Consider any matters arising from 08 October 2013 minutes:
None.

7.2 Receive draft minutes of 12 November 2013 meeting:

Councillor Rowsell, Chair of Finance Committee went through highlights of the meeting:

- Financial position at 31 October 2013 satisfactory with £26,523.81 (55.04%) of the budget spent, leaving a balance of £21,671.19. Additionally, £6,277.33 is held in reserves.
- New date of 26 November 2013 agreed for Budget Precept Meeting.
- VAT refund of £4,450.60 for period 01 April – 30 September 2013 has been received from H M Revenue & Customs.
- Utilitywise have provided a quotation of £10,000 for installation of an independent electricity meter for Parish Council. This quotation deemed to be excessive so other quotations will be sourced.
- Winter work for M D Landscapes agreed.
- 1st Kedington Cubs have provided photographs of the tents purchased from the grant money awarded to them.
- A grant of £250 was awarded to 1st Kedington Rainbows under Sn 137, LGA 1972 as being of benefit to local people.
- Ten payments totalling £3,680.82 for Supplier Payments as at 31 October 2013 and one bank transfer of £5,000.00 approved on 12 November 2013 and cheques signed by Cllr Rowsell (Chair) and Cllr McGuire. Councillor Wheeler signed a cheque payable to Cllr McGuire.

7.3 Ratify Finance Committee Decision to end December 2013 KPC Meeting at 9.00 p.m.

Agreed under a resolution put forward by Cllr Rowsell and seconded by the Chairman; there were no other resolutions; unanimously agreed.

8 Play Equipment: receive defect report(s) (if any); agree action

None.

9 Receive notification of training courses available from SALC; agree necessary action

No training needs identified from training available in November/December 2013.

10 Review and discuss land maintained by Parish Council

Following information received from Prettys Solicitors regarding the Great Meadow, a resolution was put forward by Cllr Wheeler, seconded by Cllr Rowsell that the Parish Council should apply to the Land Registry for registration of the Great Meadow. There were no other resolutions; unanimously agreed. Councillor Donoghue will look into this matter on behalf of the Parish Council and report back. PD

11 Environmental / Grounds Maintenance Matters

11.1 Community Barn Owl Nest Boxes (update):

Clerk reported the Community Barn Owl Nest Boxes are now in place on Risbridge Meadow and at Kedington Primary Academy.

11.2 Any other environmental/grounds maintenance matters:

Clerk reported she had contacted the Environment Agency regarding clearing the river bed along The Cut and was awaiting a telephone call from one of their officers.

Councillor Donoghue reported the area at the entrance to Risbridge Meadow needed tidying up. Clerk to contact Colin Jakes, Park Ranger. MF

Clerk reported M D Landscapes (Anglia) Ltd had given a quotation of £575.00 plus VAT to cut the river banks (both sides) along The Cut and remove all arisings to leave the area clean and tidy. A resolution was put forward by Cllr Rowsell, seconded by Cllr Wheeler that this work should be carried out. There were no other resolutions; unanimously agreed.

12 Highway/Footpath/Street Furniture matters

12.1 Agree design and order for new Notice Board on Haverhill Road:
After reviewing several brochures, a resolution was put forward by Cllr Rowsell, seconded by Cllr Donoghue that a two bay, 6 xA4 Landscape Man-Made Timber Noticeboard (o/a size 1624mm wide x 760 mm high) with both bays poly glazed (one lockable) be ordered from Greenbarnes Ltd at a cost of £1,412.55 plus VAT; there were no other resolutions; unanimously agreed. Clerk requested to complete Locality Budget Application Form to apply for funding from County Councillor Tony Brown's Locality Budget. MF

12.2 Receive response from Highways to letter sent by Parish Council regarding problem areas in the village:
This matter was dealt with earlier in the meeting under Visitor's Reports.

12.3 Discuss and agree route for winter gritting contract 2013/2014:
The route for the winter gritting contract 2013/2014 was reviewed and agreed that the following areas will be gritted by the Parish Council: Kings Hill; School Road; White Horse Road; Silver Street; West End Lane; Westward Deals and The Parade; Barton Drive and bottom of Barton Grove turning right to do Rectory Road up to Silver Street; Mill Road and Hundon Road up to Stonebridge Farm.

12.4 Any other Highway/Footpath/Street Furniture matters:
Cars' parking on grassed areas was discussed. Clerk requested to write to residents in areas where this was occurring and also to the Borough Council to see if they would provide "no parking" signs.

13 Any other reports (on-going matters)

13.1 Receive response letter from CQ-Kedington:
The Chairman read out a letter from the Co-ordinator of CQ-Kedington, which stated that the CQ Youth Club was being suspended for the foreseeable future due to lack of numbers. Clerk requested to write to CQ-Kedington to request the equipment purchased with grant funding from the Parish Council is returned and held in the Parish Council Office for availability to other groups in the village who may wish to use it.

14 Housing/Planning

14.1 Applications for discussion at meeting:
None.

14.2 Planning Applications – Observations conveyed by Parish Council:

DC/13/0133/HH **17 Dash End Lane** **Acceptable**	Planning Application: Erection of two storey side extension with garage (following demolition of existing garage).
DC/13/0429/FUL **11A School Road** **Acceptable**	Planning Application: Change of use from Class C3 (dwelling) to mixed use Class C3 (dwelling & D1 osteopathic treatment room).
SE/13/0877/\FUL **Suffolk House** **Rectory Road** **Unacceptable**	Planning Application: Change of use from ancillary annexe to dwelling. As amended by plans received on 17 October 2013.

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

14.4 **Any other housing / planning matters:**
Clerk requested to write to the Planning Department regarding an ancillary building in the garden of 36 Barton Grove. MF

Clerk reported a letter had been received from the Planning Department of St Edmundsbury Borough Council to advise the submission documents for Bury St Edmunds vision 2031; Haverhill Vision 2031 and Rural Vision 2031. Regulation 22 (3) of the Town and Country Planning (Local Planning) (England) Regulations 2012 had been formally submitted for independent examination to the Secretary of State for Communities and Local Government on24 October 2013.

15 **Consultations**
None.

16 **Events**

16.1 **Nominations:**
16.1.1 Bury Rural South Safer Neighbourhood Team - Tasking Meeting
Tuesday 03 December 2013, 7.00 p.m., Bury Police Station
The Chairman (Cllr McGuire) was nominated to attend this event.

16.2 **Councillor absences (update)**
None.

17 **Any other business (new matters)**
None.

The meeting closed at 9.40 p.m.

The date of the next meeting will be **Tuesday 17 December 201**3 commencing at 7.40 p.m.in The Meeting Room, Parish Council Office, Arms Lane, Kedington. This meeting will finish at 9.00 p.m.

Signed …… Dated ……...