

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 25 MARCH 2014
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present: Cllr Simon McGuire (Chairman)
Cllr Peter Donoghue
Cllr Nathan Loader
Cllr Zoe Palmer

Vacancies (3)

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: Suffolk County Councillor Tony Brown (joined meeting at 8.20 p.m.)
Mrs B Surridge, Mrs D Plummer and Mr D Ramsey (Parishioners).

		ACTION
1	<p>Parishioners Question Time and to acknowledge agenda items of interest to members of the public present</p> <p>Mrs Surridge raised an issue about a road sign on the B1061 as you enter Calford Green from Sturmer, being in the wrong place. The Chairman asked the Clerk to raise this matter with Highways.</p> <p>Open meeting</p>	MF
2	<p>Welcome and apologies</p> <p>The Chairman welcomed all present. Apologies for absence were received from Cllr Peter Rowsell (health) and Cllr Terry Wheeler (holiday). Councillors unanimously agreed to accept apologies.</p>	
3	<p>To receive members' declarations of Disclosable Pecuniary Interests and Local Non-Pecuniary Interests in accordance with the Suffolk Code of Conduct</p> <p>None.</p>	
4	<p>To agree and sign as a correct record the minutes of the meeting held on 18 February 2014</p> <p>A resolution to agree as a true record the minutes of the meeting held on 18 February 2014 was put forward by Cllr Palmer and seconded by Cllr Donoghue. There were no other resolutions; unanimous agreement. The Chairman duly signed the minutes.</p> <p>Close meeting</p>	
5	<p>Receive Visitor's Reports</p> <p>Bury Rural South Safer Neighbourhood Team</p> <p>On behalf of PCSO Sophie Mitchell, the Chairman read out a report emailed to the Parish Council, which had subsequently been forwarded to all Councillors.</p> <p>For the period 18/02/14 – 18/03/14 there had been two crimes of note in Kedington:</p>	

- Attempted burglary of a property in Dash End Lane.
- Theft of a catalytic converter from a vehicle parked on a driveway in Barton Grove.

The SNT Priority Setting Meeting took place on 11 March 2014 and the three new priorities for the period up to 10 June 2014 are:

- 1) Targeting speeding motorists in the villages of Stradishall and Withersfield.
- 2) Addressing parking issues at Wickhambrook Primary School and in Silver Street, Kedington on Friday evenings, through education and enforcement.
- 3) Reducing the incidents of burglary throughout the Rural South area.

Open meeting

6 Clerks' Report

- Clerk reported the National Non Domestic Rate Demand for 2014/2015 had been received from St Edmundsbury Borough Council. Kedington Parish Council qualified for small business rate relief and there was no amount payable.

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

Councillor Loader requested that in the next Chairman's Letter, an explanation be given to Parishioners as to why there had been an increase in the Parish Councils' portion of Council Tax for 2014/2015.

7 Finance Committee

7.1 Consider any matters arising from 11 February 2014 minutes:

None.

7.2 Receive draft minutes of 11 March 2014 meeting:

In the absence of Cllr Rowsell (Chair of Finance Committee), the Chairman went through highlights of the meeting:

- Financial position as at 28 February 2014 satisfactory with £41,599.06 (86.32%) of the budget spent, leaving a balance of £6,595.94. Additionally, £5,341.56 is held in Reserves.
- Routine payments for telephone and broadband; Clerk's salary and broadband for the financial year 2014/2015 were agreed.
- Asset Register reviewed and agreed.
- Street Furniture Condition report reviewed and items needing refurbishment noted.
- Clerk requested to contact Environment Agency to see if they could reinstate the banks of the river along The Cut.
- Grant of £100 awarded to West Suffolk Hospital, Arthrose Appeal under Sn 137, LGA 1972, as being of benefit to local people.
- Grant of £10 awarded to Keep Britain Tidy under Sn 137, LGA 1972, as being of benefit to local people.
- Twelve payments and one direct debit totalling £4,139.48 for Supplier Payments as at 28 February 2014 approved and cheques signed by the Chair (Cllr Rowsell) and Cllr McGuire. Councillor Palmer signed a cheque payable to Cllr McGuire.

7.3 Ratify Finance Committee recommendation to approve quotation for cleaning War Memorial:

A resolution was put forward by Cllr Palmer, seconded by Cllr Loader to accept the Finance Committee recommendation to approve the quotation of £1,200 plus vat from Independent Memorial Inspections to clean the War Memorial in October 2014. There were no other resolutions, unanimously agreed.

8 Review Standing Orders

It was agreed by all present that the Clerk should review Standing Orders in line with the Model Publication for Standing Orders from NALC and bring any necessary changes to the attention of full Parish Council for acceptance.

MF

9 Play Equipment

9.1 Receive defect report(s) (if any); agree action

Clerk reported the bushes/castings for the junior swings had been delivered. The Chairman and Cllr Loader agreed to fit these.

SM / NL

9.2 Receive letter from young people of Kedington requesting new play equipment:

As Councillor Palmer's son was one of the signatories on the letter, she declared an interest but remained in the meeting and took no part in the discussion.

The Chairman read out a letter from four students who lived in the village and attended Samuel Ward Academy. The letter requested improvements to Old School Field and asked if a roundabout, zip wire and a piece of equipment for disabled children could be installed. The young people offered to help with fundraising. Councillors agreed that the Parish Council should cost for provision of a zip wire; roundabout; some form of climbing structure/cargo net and a chair swing for disabled children. Councillor Loader suggested the costing should be put forward to St Edmundsbury Borough Council and Bloor Homes (developers of Stourmead site) to see if these items could be funded by them.

MF

Close meeting

At this point Suffolk County Councillor Tony Brown joined the meeting and gave his report.

- Councillor Brown reported since the last Parish Council meeting he and the Parish Clerk had met with Graham Newman, Cabinet Member at Suffolk County Council and his deputy Mary Evans regarding various unresolved Highways issues in Kedington.
- Councillor Brown reported he attended the Bury Rural South, SNT Priority Setting meeting on 11 March 2014 and asked for issues relating to parking when the mobile Fish & Chip Van is in Silver Street on a Friday evening be monitored.
- Councillor Brown reported he was disappointed the School Travel Plan was not progressing very quickly. He said he found the response from the Head Teacher at the school to an email sent by Mike Mottram (SCC) about the Plan to be unprofessional and not very co-operative. Councillor Brown suggested that he and the Parish Council send a joint letter to Mike Mottram, stating that neither he or the Parish Council were happy with responses from the Head Teacher and asking if Mr Mottram could provide a way forward to progress the matter.
- Councillor Brown told the meeting that St Edmundsbury Borough Councillors would be getting Locality Budgets in the new financial year. Lizzie Cocker will be the Locality Officer for Kedington.
- Councillor Brown gave notice of a Public Meeting with Police & Crime Commissioner, Tim Passmore and Chief Constable, Douglas Paxton on Wednesday 7th May 2014, 6.30 – 8.30 p.m. at Samuel Ward Academy in Haverhill.

Open meeting

10 Annual Parish Meeting

The Chairman reminded Councillors that the Annual Parish Meeting will take place on Tuesday 22 April 2014 at 7.45 p.m. in the Parish Council Meeting Room.

11 Environmental / Grounds Maintenance Matters

11.1 Discuss and agree further revisions to Strimming Contract for 2014:

In the absence of Cllr Wheeler, this matter was deferred.

11.2 Any other environmental/grounds maintenance matters:

- Kedington W I have informed Parish Council they have purchased two "May" trees for planting along The Cut to commemorate their 90th anniversary.

	<ul style="list-style-type: none"> ▪ M D Landscapes have reported metal pegs used to secure goal nets are being left in the ground and causing a hazard when mowing. Clerk requested to contact football teams. ▪ Tree stuck under the bridge in the brook running through Silver Street Park needs removing. Clerk reported to the Environment Agency but they said removal was down to Parish Council as it was not in the river. Chairman will investigate. ▪ Three more plants have died in the raised bed in Silver Street Park. Clerk will speak to Scotsdales about replacements. ▪ Councillor Loader reported a fallen tree in the river at the back of the Great Meadow. Clerk requested to contact Environment Agency. 	MF
12	Highway/Footpath/Street Furniture matters	
12.1	School Crossing Improvements (update): No update received from Highways.	SM
12.2	VAS deployment (update): Vehicle Activated Sign now deployed on B1061 as you enter the village from Calford Green. The sign will be in position for a two week period.	MF
12.3	Receive request to name three new streets on Stourmead development: The Chairman read out an email from St Edmundsbury Borough Council. The developers of the site (Bloor Homes) had put forward three suggestions: <ol style="list-style-type: none"> 1) Tillotson Way – John Tillotson, 17th Archbishop of Canterbury, who was reverend of the Parish Church prior to his ascension. 2) Baynard Walk – the Baynard Family were noted in the doomsday book as owners of the manor of Kedington. 3) Clare Close – the manor was later passed down to the Clare and Barnadiston families – Clare was decided as Barnadiston is quite similar to Baynard. <p>Councillors discussed the names suggested but were not in favour of any put forward. The Chairman asked Councillors to give the matter some thought and email the Clerk with any suggestions.</p>	MF
12.4	Receive one day road closure notification for Mill Road from BTS Group for overhead power line work: The Parish Council have received a notification from BTS Group to inform that they were planning a one day road closure on Tuesday 29 July 2014 to carry out essential maintenance of the overhead power lines. Councillors had no problem with this provided advanced notice was given to Parishioners.	
12.5	Any other Highway/Footpath/Street Furniture matters: <ul style="list-style-type: none"> ▪ Clerk reported damaged wooden fence bordering the triangle of grass leading to Silver Street Park has been reported to Haverbury Housing. ▪ Councillor Loader reported Public Footpath No 11, between Dash End Lane and Taylors Farm Road has a lot of rubble and tree roots that need removing. Clerk will report this. 	MF
13	Any other reports (on-going matters)	
13.1	Receive report from KCA Committee Meeting held on 14 March 2014: Councillor Loader gave a summary of his report from the KCA Committee Meeting; the report is attached to these minutes as Annex 1.	Annex 1
13.2	Discuss draft agreement for new office compiled by Kedington Community Association: Councillors had all received a copy of the draft agreement compiled by KCA. It was agreed that an informal meeting to discuss the contents of the draft agreement would be held on Tuesday 1 st April 2014 at 7.30 p.m. in the Parish Council Meeting Room.	

14 Housing/Planning

14.1 Applications for discussion at meeting:

None.

14.2 Planning Applications – Observations conveyed by Parish Council:

DC/13/0775/HH - “Wayside”, Arms Lane, Kedington

Planning Application: Erection of single storey annexe & 2 additional car spaces (following demolition of existing garage).

UNACCEPTABLE

DC/13/0850/FUL & DC/13/0851/LB

ACCEPTABLE

Babergh and Mid Suffolk Public Rights of Way

T155 Public Rights of Way - Kedington Public Footpath

Highways Act 1980 Section 119 – Proposed diversion of Kedington Public Footpath No 1.

ACCEPTABLE

14.3 Planning Applications – Decisions received from Borough Council:

DC/13/0775/HH - “Wayside”, Arms Lane, Kedington

Planning Application: Erection of single storey annexe & 2 additional car spaces (following demolition of existing garage).

GRANTED

DC/13/0850/FUL & DC/13/0851/LB - White Horse, Sturmer Road, Kedington

Planning Application: Change of use from Class A4 (Public House) to Class C3 (single dwelling house) and associated internal alterations. Listed Building Application: Internal alterations in association with change of use from Public House to dwelling.

GRANTED

14.4 Any other housing / planning matters:

14.4.1 Receive letter from St Edmundsbury Borough Council regarding “West Suffolk Statement of community involvement:

The Clerk read out a letter from the Deputy Leader of St Edmundsbury Borough Council and Forest Heath District Council outlining the West Suffolk Statement of Community Involvement. Local Planning Authorities are required to develop with their communities, a strategy for involving communities in the development of local plans and commenting on individual planning applications. On Tuesday 25 February 2014, Borough Councillors adopted its Statement of Community Involvement.

15 Consultations

None.

16 Events

16.1 Nominations:

**16.1.1 St Edmundsbury Parish Conference – Monday 28 April 2014 at 6.00 p.m.
Wickhambrook Memorial Social Centre**

The Chairman, Clerk and Cllr Donoghue were nominated to attend this event.

16.2 Councillor absences (update):

Chairman requested Councillors update Clerk with any planned absences.

17 Any new matters (for discussion only)

None.

The meeting closed at 9.55 p.m.

Signed

Dated

Signed