

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 21 OCTOBER 2014
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present: Cllr Simon McGuire (Chairman)
Cllr Zoe Palmer (Vice Chair)
Cllr Peter Donoghue
Cllr Nathan Loader
Cllr Peter Rowsell
Cllr Debbie Plummer
Cllr Terry Wheeler

Vacancies (2)

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: Suffolk County Councillor Tony Brown, St Edmundsbury Borough
Councillor Marion Rushbrook, Mrs J Waite (Parishioner).

		ACTION
1	<p>Parishioners Question Time and to acknowledge agenda items of interest to members of the public present</p> <p>Mrs Waite explained she was attending the meeting to inform the Parish Council that she would like to donate £1000 towards the cost of installing VAS signs in Kedington. Mrs Waite also offered to be one of the volunteers to move the signs around and said she was happy to attend the training on this.</p> <p>On behalf of Kedington Parish Council the Chairman thanked Mrs Waite for her generosity and offer of becoming a volunteer. The Chairman requested the Clerk keep Mrs Waite up to date on installation and training dates.</p> <p>Open meeting</p>	
2	<p>Welcome and apologies</p> <p>The Chairman welcomed all present. There were no apologies for absence.</p>	
3	<p>To receive members' declarations of Disclosable Pecuniary Interests and Local Non-Pecuniary Interests in accordance with the revised Suffolk Code of Conduct</p> <p>Councillor Wheeler declared an interest on agenda item 7.3 as being the person refurbishing the Notice Boards.</p>	
4	<p>To agree and sign as a correct record the minutes of the meetings of Kedington Parish Council held on 16 September 2014</p> <p>A resolution to agree, as a true record, the minutes of Kedington Parish Council meeting held on 16 September 2014 was put forward by Cllr Palmer and seconded by Cllr Loader. There were no other resolutions; resolution carried. The Chairman duly signed the minutes.</p> <p>Close meeting</p>	MF

5 Receive Visitor's Reports

5.1 Jayne Cole, CEO, Local Council Public Advisory Service:

This item was deferred to the next Finance Committee meeting.

Suffolk County Councillor Tony Brown:

- Councillor Brown reported a meeting to discuss updating the School Travel Plan had been convened on 20 October 2014; notes from the meeting will be circulated to all Councillors. Councillor Palmer requested that the Head of the Academy Governors should be invited to attend future meetings.
- Councillor Brown reported he had spoken with the Sergeant for Bury Rural South SNT about the priorities being changed after they had been agreed at the meeting and has been assured that in future, what is agreed at the meeting will remain.
- Councillor Brown reported that Marshalls will be available to supervise Road Closures for the Remembrance Day Parade on Sunday 9th November 2014 and that the Parade in future years should not encounter any problems.

Borough Councillor Marion Rushbrook:

- Councillor Rushbrook reported St Edmundsbury Borough Council were re-launching their Rural News periodical magazine. A pilot copy will be emailed to all Parish Clerks for comment.
- Ian Gallin, Joint Chief Executive of St Edmundsbury and Forest Heath has asked the public to give their views on how the Councils perform and what the public like and don't like.
- Councillor Rushbrook reported there has been numerous complaints about the Bloor building site in Mill Road. The site is part of the Considerate Construction Scheme but local residents have been experiencing problems since work began.

Open meeting

6 Clerks' Report

The Clerk read out her report which is attached to these minutes as Annex 1.

Annex 1

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

- Councillor Palmer agreed to attend the Inter Village Sports meeting in January 2015.
- Local Council Public Advisory Service to be asked if they would do "in-house" training on Filming and Reporting of Meetings so that all Councillors and the Clerk could attend.

ZP

MF

7 Finance Committee

Councillor Palmer (Chair of Finance Committee) reported that no meeting had been held in October 2014 as the meeting was not quorate. She reported the resignation of Cllr Donoghue from the Finance Committee. Councillor Plummer was proposed by Cllr Palmer and seconded by Cllr McGuire to fill the vacancy on the Finance Committee. There were no other proposals, unanimously agreed.

7.1 Receive budget statement up to 30 September 2014:

Financial position at 30 September 2014 is satisfactory with £20,876.09 (39.98%) of the budget spent, leaving a balance of £31,338.91. Additionally £2,674.33 is held in Reserves.

7.2 Ratify bank transfer of £5,000 from deposit account to current account:
A resolution was put forward by Cllr Wheeler, seconded by Cllr Plummer to transfer £5,000 from Bank of Ireland deposit account to Nat West plc current account. There were no other resolutions; unanimously agreed.

7.3 Refurbishment of Notice Boards:

Councillor Wheeler declared an interest but remained in the meeting to answer questions only.

Clerk reported Greenbarnes Ltd could supply self-healing pin board already mounted on 5mm plywood, which would enhance installation on the Notice Boards in School Road and at Calford Green. Cost to install self-healing pinboard £294.08 (inclusive of carriage and vat); cost to install self-healing pinboard mounted on 5mm plywood £439.37 (inclusive of carriage and vat). A resolution was put forward by the Chair, seconded by Cllr Palmer to accept the quotation of £439.37 and to pay Cllr Wheeler for the work. There were no other resolutions; unanimous decision. Councillor Wheeler did not vote.

7.4 Discuss and agree subscription to Local Council Public Advisory Service:
Deferred to next meeting.

7.5 Set date for budget/precept meeting:
Members of the Finance Committee agreed the date for the budget/precept meeting as Tuesday 4th November 2014 at 7.30 p.m. The venue will be the meeting room at the Parish Council Office.

7.6 Clerk's Report to Finance Committee:

- A claim of £1620.25 for reclamation of VAT for the period 1st April – 30 September 2014 has been sent to H M Revenue & Customs.
- The Clerk and Cllr Palmer have attended a Precept Training session at St Edmundsbury Borough Council. St Edmundsbury Borough Council have simplified the form to claim the precept and made it more user friendly. When Council Tax bills are sent out, they will show the proportionate rises (in %) for parish precepts.

8 Play Equipment

8.1 Receive defect report(s) if any; agree action.
Inspection Report from St Edmundsbury Borough Council for August and September 2014 showed there are gaps opening between the safety surfacing and the edging surround on the junior and toddler swings. The Clerk was requested to speak to the Borough Council to see if they could help with supplying names of contractors who could do this work.

MF

Councillor Wheeler reported he had removed the springers from the children's play area on Old School Field for repair and purchased paint from B & Q. Councillor Wheeler stated this would probably be the last time the wooden seats could be repaired and the Parish Council will need to think about replacing the springers within the next two or three years.

9 Winter Gritting 2014/2015
Clerk reported that Mr Dellar had informed the Parish Council that he would not be able to carry out the winter gritting contract this year due to a change of vehicle. It was agreed that the Clerk should put up an advertisement notice on the Notice Boards and also write to local farmers to see if they would be interested in taking on the contract.

Clerk will organise supply of grit from the local authority and also topping up of grit bins.

MF

10	Environmental / Grounds Maintenance Matters	
10.1	<p>Receive report on meeting with M D Landscapes (Anglia) Ltd regarding The Cut:</p> <p>Councillor Wheeler reported he had a meeting with Trevor Pharaoh from M D Landscapes regarding managing the vegetation along the river banks. Mr Pharaoh said his company could flail both the river banks completely and leave 5" of vegetation on the banks, which would not disturb wildlife and give stability to the banks. Councillor Wheeler reported if the banks were cut back completely, it could be decided in the Spring where 25% of vegetation would be left on either side of the river for wildlife and stakes could be put in to mark the area to be left when the strimming contract commences. Councillor Rowsell said he still had concerns about the height that nettles could grow to if 25% of vegetation is left.</p> <p>Councillor Palmer reported to the meeting she was liaising with an officer from HMP Highpoint to see if low category prisoners would be allowed to help clear the river bed with supervision by officers at the prison. Councillor Palmer also suggested that villagers should be asked for their views on maintenance of The Cut.</p> <p>Councillor Wheeler also requested that M D Landscapes should be asked to mow the top section of the flat area where the nettles were as part of his winter work hours; all Councillors were in favour of this.</p>	SM/MF
10.2	<p>Moles in the Churchyard, discuss and agree action:</p> <p>Councillor Wheeler reported M D Landscapes had reported the moles in the Churchyard were very prolific and despite the Village Handyman banging them down at regular intervals were becoming problematic. M D Landscapes are concerned that with wet weather, the mole runs will collapse and someone will get hurt. They are also concerned about damaging machinery if a run collapses. It was agreed the Clerk should seek advice from the Borough Council's Grounds Department.</p>	MF
10.3	<p>Any other environmental/grounds maintenance matters:</p> <p>Councillor Wheeler reported the following:</p> <ul style="list-style-type: none"> ▪ Main gates and log roll at the entrance to Old School Field are in a poor condition and needed repainting. ▪ The junior goal posts need repainting. ▪ There is a tree at the back of the Churchyard which needs attention. Clerk to inform Parochial Church Council. <p>The Chairman reported there were branches on some of the trees along the back of Old School Field that needed removing. Councillor Wheeler suggested that the Parish Council should contact Mr Smith at Taylors Farm to see if he could attend a meeting with the Chairman and himself regarding flailing the actual "tree line".</p>	MF
11	Highway/Footpath/Street Furniture matters	
11.1	<p>Vehicle Activated Signs deployment (update)</p> <p>Clerk reported the two locations for VAS in Kedington have been assessed as being suitable for signs and assessment reports have been provided. The two assessment locations on the B1061 were: 1) on the verge between the boundary of Dane House and Cornerways; 2) on the verge just before Keepers Cottage on Sturmer Road. When the VAS is not placed on a post leaving the post with no lawful attachments, it will be necessary to attach temporary educational poster signs, such as "Kill Your Speed" or a "Think Motorcyclist" message. Training will be provided for volunteers by Suffolk County Council.</p>	

	<p>Councillors agreed that a third site on Hundon Road from Stonebridge Farm to Dash End should be requested to be assessed before the Memorandum of Understanding is signed.</p>	MF
11.2	<p>Any other Highway/Footpath/Street Furniture matters: Councillor Palmer reported the litter bin at the top of Church Walk has been damaged. The Chairman said he would look at this and take remedial action.</p> <p>Councillor Wheeler reported one of the metal “pig tails” (rods) which were used to hold orange safety fencing while the Notice Board in School Road was being painted had been stolen.</p>	
12	<p>Any other reports (on-going matters) Councillor Loader gave a report on the KCA Community Council Meeting held on 22 September 2014. The report is attached to these minutes as Annex 2.</p>	Annex 2
13	Housing/Planning	
13.1	<p>Applications for discussion at meeting: None.</p>	
13.2	<p>Planning Applications – Observations conveyed by Parish Council: None.</p>	
13.3	<p>Planning Applications – Decisions received from Borough Council: None.</p> <p>Non agenda item - Guillotine</p> <p>With the time at 9.45 pm it was agreed under a proposal by Cllr Rowsell, seconded by Cllr Wheeler to raise the guillotine for fifteen minutes to allow other business on the agenda to be conducted. Unanimously agreed.</p>	
13.4	<p>Any other housing / planning matters: Councillors discussed Kedington Parish Council's response to the planning application DC/14/1751/OUT – Land at the junction of Hall Road and Mill Road (The Orchard). A resolution was put forward by Cllr Wheeler, seconded by Cllr Rowsell that the Parish Council should put forward Cllr Loader's report/comments on this application as a whole document. There were no other resolutions; unanimous vote.</p> <p>Councillors also requested St Edmundsbury Borough Council and Anglian Water be asked for a comprehensive list of all customer complaints about sewerage and flooding problems in Kedington and following receipt of this information Anglian Water should be invited to attend a Parish Council meeting.</p> <p>Clerk reported a letter and adoption statements had been received from St Edmundsbury Borough Council to inform that on 23rd September 2014, Bury St Edmunds, Haverhill and Rural Vision 2031 Local Plan documents were formally adopted as statutory planning policy at a meeting of Full Council. The Vision 2031 documents now form part of the Council's Local Plan (formerly known as the Local Development Framework) and supersedes a number of saved policies in the current Replacement Local Plan. The adopted Vision 2031 Local Plan documents and supporting documents can be viewed at www.stedmundsbury.gov.uk</p>	MF
14	<p>Consultations None.</p>	

15 Events

15.1 Nominations:

15.1.1 Suffolk Association of Local Councils AGM, Wednesday 12 November 2014, Henley Community Centre from 5.45 p.m.
No uptake.

15.2 Councillor absences (update)

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

16 Any new matters (for discussion only)

None.

The meeting closed at 10.00 p.m.

The date of the next meeting will be **Tuesday 18 November 2014** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated