

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16 DECEMBER 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 Debbie Plummer
Cllr Terry Wheeler

Vacancies (2)

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: Mr B Tyrrell (Royal British Legion – Kedington Branch); Mrs A Naylor, Mrs B Surridge, Mr M Surridge (Parishioners).

ACTION

1 Parishioners Question Time and to acknowledge agenda items of interest to members of the public present

Mrs Surridge passed a letter to Mr Tyrrell (and a copy to the Parish Council), stating there had been occasions in the past where some taking part in the Remembrance Day Service around the War Memorial, seemed not to fully understand the significance of it. Mrs Surridge said she was pleased to observe that the parade and ceremony around the War Memorial in November 2014 were conducted to the very highest standard and very appropriate for the centenary year. Mrs Surridge also reported her concerns about the perceived encroachment of the boundary of the common land in Calford Green. Mrs Surridge requested the opportunity at a future meeting to speak on this subject.

Open meeting

2 Welcome and apologies

The Chairman welcomed all present. Apologies for absence were received from Cllr Peter Rowsell (Personal); Suffolk County Councillor Tony Brown; Borough Councillor Marion Rushbrook; PCSO Anthony Welford (Bury Rural South SNT). Councillors unanimously accepted Cllr Rowsell's apologies for absence.

3 To receive members' declarations of Disclosable Pecuniary Interests and Local Non-Pecuniary Interests in accordance with the revised Suffolk Code of Conduct

None.

4 To agree and sign as a correct record the minutes of the meeting of Kedington Parish Council held on 25 November 2014

A resolution to agree the minutes of the meeting held on 25 November 2014 as a true record was put forward by Cllr Palmer and seconded by Cllr Wheeler. There were no other resolutions; resolution carried. The Chairman duly signed the minutes.

Close meeting

5

Receive Visitor's Reports

Clerk read out a report on behalf of Suffolk County Councillor, Tony Brown. Councillor Brown reported he had attended a meeting with Samantha Bye from Highways Department regarding The Orchard Planning Application and different options for the crossing point in Mill Road. Councillor Brown said Ms Bye would be preparing a document to put before Development Control Committee at St Edmundsbury Borough Council with the pros and cons for proposals put forward. Councillor Brown said he hoped the Parish Council would be given sight of the document so they could comment on which option was preferred by them.

Clerk read out a report on behalf of Borough Councillor, Marion Rushbrook. Councillor Rushbrook reported she was still chasing Openreach regarding the BT Cabinet in Haverhill Road. It appears that after initial enquiries, Openreach had let the matter slip through the net; however, Openreach have now put forward their apologies for this and informed Councillor Rushbrook that the matter was now in hand to get the agreed remedial work completed.

Clerk read out a report from Bury Rural South Safer Neighbourhood Team. PCSO Claire Ross had reported that Kedington had not been the subject of any crime since the date of the last meeting. There had been an incidence of fly tipping in Calford Green on 2 December 2014 where a box of assorted paperwork had been dumped just off the road; the person finding the paperwork disposed of it appropriately.

5.1

Mr Brian Tyrrell, Chairman of Kedington Branch – Royal British Legion to address the meeting:

Mr Tyrrell thanked the Chair and Councillors for allowing him to address the meeting.

Mr Tyrrell offered his thanks to the Parish Clerk for her invaluable help in sorting out the traffic management arrangements for the Remembrance Day Parade in November; he also offered his thanks to Suffolk County Councillor Tony Brown and local MP Matthew Hancock who also assisted with this matter. Mr Tyrrell said the Branch was grateful to the Parish Council for arranging to have the War Memorial cleaned in readiness for the centenary commemorations of the beginning of World War I; he commented that the contractors employed by the Parish Council had carried out the work with dedication and to a very high standard.

Mr Tyrrell reported the Legion Branch in Kedington had been struggling to exist for the last five years, with senior members who have passed on not being replaced and no new members coming forward. Mr Tyrrell said he had been carrying out the role of both Chairman and Secretary and had given notice to the committee for the last two years that he could not continue doing both roles. Mr Tyrrell said the Annual General Meeting held in November failed to elect a committee and the branch was in danger of closing if a new committee could not be elected. Mr Tyrrell reported an Open Meeting would be held on 20 January 2015 at 7.30 p.m. in the British Legion Hall, which would include a recruitment campaign in an attempt to keep the Branch running. This would be followed on 27 January 2015 with a re-convened Annual General Members to elect a new committee if possible. Mr Tyrrell added if a new committee was elected, he would be prepared to stay on in an advisory capacity.

Mr Tyrrell said he was optimistic that people who have heard about the possibility of closure of the Branch and shown an interest in keeping it going will attend both meetings. He added it would be a tragedy for the village and community if the Branch folded and also the future of the hall would be in jeopardy. Anyone can join the British Legion and Membership is £16.00 per year.

The Chair thanked Mr Tyrrell for addressing the meeting and assured him members of the Parish Council would do what they could to help the Branch from folding.

Open meeting

6

Clerks' Report

- Clerk reported the interim meeting facilitated by Commercial Estates Group on 8 December 2014 regarding the proposed development to the North East of Haverhill went well. The representatives listened to views and concerns of Parish Councillors about the new development. A further meeting will be arranged in 2015 when CEG have collated all the information they have gathered from interested parties.
- Clerk reported an email had been received from claims handlers DAS confirming they will be paying costs in respects of the claim made against them by the Parish Council at the hourly rate charged by Prettys Solicitors of £180.00 per hour and not panel solicitor rate of £100.00 per hour.
- Clerk has written a letter on behalf of the Parish Council to the Mayor of St Edmundsbury, Councillor Robert Everitt, to thank him for attending the November Parish Council meeting and for presenting his "Mayor's Scroll" to Kedington Parish Council. A photograph of the Mayor presenting the scroll to the Chairman has appeared in local papers.

6.1

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

None.

7

Finance Committee

7.1

Consider any matters arising from 11 November 2014 meeting:

None.

7.2

Receive draft minutes of 9 December 2014 meeting:

Draft minutes were unavailable so Clerk went through highlights of the meeting.

- Financial position at 31 October 2014 was satisfactory with £27,745.66 of the budget (53.14%) spent, leaving a balance of £24,469.34. Additionally £2,674.33 is held in Reserves.
- Changes to budget headings for salaries; office costs; grants; amenity cleanings; equipment repairs and equipment new/reserve were agreed. The budget/precept amount for Kedington Parish Council to be requested from St Edmundsbury Borough Council for the financial year 2015/2016 was agreed as £62,170.00.
- Jayne Cole from the newly formed Local Government Public Advisory Service addressed the meeting. Subscription can be either £100 per annum or "pay as you go" for advice. LGPAS can access advice from several agencies and also offer bespoke or online training. They are able to carry out project work for Councils and are also able to update Parish Council websites.
- Budget/Precept 2015/2016 agenda item, this meeting.
- Quotation received from M D Landscapes (Anglia) Ltd of £575.00 plus vat to cutting banks on both side of the river. Agreed that ratification for this work to be carried out should be sought from full Parish Council.
- No monthly defect report for play equipment had been received as at date of Finance meeting.
- Quotation of £875.00 plus vat received from Playground Supplies Ltd to repair gaps on safety surfacing up to concrete edging on the junior and toddler swings on Old School Field. Agreed that ratification for this work to be carried out should be sought from full Parish Council.
- Thank you letter for grant of £200.00 received from St Nicholas Hospice in Bury St Edmunds for grant awarded under Sn 137, LGA 1972 as being of benefit to local people.

7.3	<p>Approve budget and precept application for the financial year 2015/2016: Budget sheet for 2015/2016 had previously been circulated to all Councillors. A resolution was put forward by Cllr Palmer seconded by Cllr Plummer that the budget is approved and the completed Precept Application for Kedington Parish Council for the amount of £71,425.00 for the financial year 2015/2016 be signed and sent to St Edmundsbury Borough Council. There were no other resolutions; unanimously agreed. Chairman and Clerk signed the paperwork.</p>	<p>Annex 1</p> <p>Annex 2</p>
7.4	<p>Local Government Pay Proposals; approve salary increase for Clerk in line with recommendations from National Joint Council for Local Government Services: Deferred to next meeting.</p>	
8	<p>Receive meeting dates for 2015 – Year 121 of Kedington Parish Council Dates for meetings, both Finance Committee and full Parish Council were circulated to all Councillors.</p>	<p>Annex 3</p>
9	<p>Play Equipment</p>	
9.1	<p>Receive defect report(s) if any; agree action. There was no report available as at the date of meeting for December 2014.</p>	
9.2	<p>Ratify recommendation from Finance Committee to accept quotation to repair safety surfacing on Old School Field: A resolution to accept the quotation of £875.00 plus vat from Online Playgrounds to repair the gaps on the safety surfacing surrounding the play equipment was put forward by Cllr Palmer, seconded by Cllr Wheeler. There were no other resolutions; unanimously agreed.</p>	
10	<p>Training availability</p>	
10.1	<p>Receive details from LCPAS for Training Course “Passionate about Play”: The Chairman read out details of this course, an all day event on 13th February 2015. There was no uptake.</p>	
11	<p>Environmental / Grounds Maintenance Matters</p>	
11.1	<p>Any other environmental/grounds maintenance matters: Clerk reported she had contacted Havebury Housing to inform about cars parking on the grass outside last two bungalows in School Road. Havebury will arrange for a Neighbourhood Ranger to investigate and put stickers on the cars to inform that if the grass was being churned up because of cars driving across it, the owners of the vehicles would be invoiced for any remedial work carried out.</p> <p>Clerk has contacted Havebury Housing to see when the wooden fence in School Road, reported as being damaged some months ago would be repaired. Havebury will look into this.</p>	
12	<p>Highway/Footpath/Street Furniture matters</p>	
12.1	<p>Any other Highway/Footpath/Street Furniture matters:</p> <ul style="list-style-type: none"> ▪ Litter bin outside The Limes in Mill Road has been damaged. Councillor Wheeler will inspect and carry out any necessary repair. ▪ Drains on the left hand side of Mill Road going down towards Watermill Bridge are blocked. Clerk will report this to Highways. ▪ Clerk reported broken kerb stones on the triangle in Rectory Road have been broken and reported to Highways who will arrange repair. ▪ Clerk requested to ask Anglian Water to clear the ditch between Dane Common and Kedington House. 	<p>MF</p>

- 13 Any other reports (on-going matters)**
- 13.1 Receive report from Kedington Community Association, Community Council Meeting:**
No report available.
- 14 Housing/Planning**
- 14.1 Applications for discussion at meeting:**
- 14.1.1 The Orchard, Mill Road, Kedington**
Councillor Loader reported he attended the Development Control Committee meeting on 4 December 2014 and gave a three minute presentation on behalf of the Parish Council objecting to the Outline Planning Application. Councillor Loader said Committee Members appeared to take no notice of anything he said and Parish Comments were not taken into consideration. He added there seemed to be a pre-determined discussion about the Highways issue only. It was agreed that Cllr Loader and the Clerk would put together a letter to Development Control Committee members reaffirming Parish Council objections to the development in advance of the Committee's next meeting in January 2015 when the application would be decided.
- 14.2 Planning Applications – Observations conveyed by Parish Council:**
DC/14/2039/HH – Lowfields, West End Lane, Kedington
Householder Planning Application – (i) Two storey rear extension; (ii) removal of existing window and replace with 2 no windows to bedroom (revised scheme).
NO OBJECTIONS
- DC/14/1996/LB – Dingle Dell Cottage, Silver Street, Kedington**
Listed Building Consent – Replacement windows to front and side of cottage.
NO OBJECTIONS
- 14.3 Planning Applications – Decisions received from Borough Council:**
None.
- 14.4 Any other housing / planning matters:**
Clerk reported a Tree Preservation Order 2014 (551) had been received from St Edmundsbury Borough Council for Land at Stourmead Close/Risbridge Drive, Kedington.
- 15 Consultations**
- 15.1 Receive information from Local Council Public Advisory Service regarding consultation on Parish Polls:**
The consultation seeks to address some of the issues surrounding the parish poll process, which has long been seen as a very expensive and sometime exploited process. The new proposals seek to:
- Increase the trigger for the number of electors needed to call a poll, to limit vexatious, unnecessary and other inappropriate use.
 - Update the voting arrangements to improve access and modernise the polling procedure to bring mechanisms in line with other local government polls;
 - More closely define the question on which a parish poll can be held to ensure questions posed are on appropriate local issues.
- It is noted that, parish poll results are not binding on any authority. Therefore they remain no more than an expensive consultation process. Also, one of the proposals is that the Monitoring Officer will be required to approve the council's statement of the result. The consultation concludes on 30 January 2015.

NL/MF

16 Events

None.

16.1 Nominations:

None.

16.2 Councillor absences (update)

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

17 Any new matters (for discussion only)

None.

The meeting closed at 9.00 p.m.

The date of the next meeting will be **Tuesday 17 January 2015** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated