

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 21 APRIL 2015
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 Debbie Plummer
Cllr Terry Wheeler

Vacancies (2)

In attendance:

Ms Marion Farrant – Parish Clerk

Also in attendance: Suffolk County Councillor Tony Brown; Mr Brian Hawes (prospective candidate for Borough Councillor Kedington Ward in May 7th Elections); Mrs B Surridge (Parishioner).

		ACTION
1	<p>Parishioners Question Time and to acknowledge agenda items of interest to members of the public present</p> <p>None.</p> <p>Open meeting</p>	
2	<p>Welcome and apologies</p> <p>The Chairman welcomed all present. Apologies for absence were received from Councillor Nathan Loader (work), Councillor Peter Rowsell (holiday), Borough Councillor Marion Rushbrook and PCSO Anthony Welford (Bury Rural South Safer Neighbourhood Team). Councillors unanimously agreed to accept apologies from Cllr Loader and Cllr Rowsell.</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 and applications for dispensations on agenda items</p> <p>Councillor Palmer declared a Non-Pecuniary interest in agenda Item 7.5.1; Councillor Plummer declared a Non-Pecuniary interest in agenda Item 7.5.1; Councillor Donoghue declared a Non-Pecuniary interest in agenda item 10.1.</p>	
4	<p>To agree and sign as a correct record the minutes of the meetings of Kedington Parish Council held on 17 March 2015</p> <p>A resolution to agree the minutes of the meeting held on 17 March 2015 as a true record was put forward by Cllr Palmer and seconded by Cllr Donoghue. There were no other resolutions; resolution carried. The Chairman duly signed the minutes.</p> <p>Close meeting</p>	

5 Receive Visitor's Reports

Suffolk County Councillor Tony Brown:

- Councillor Brown reported Colin Noble will take over from Mark Bee as Leader of Suffolk County Council on 21 May 2015.
- The consultation for the proposed development of North East Haverhill will be held in early June 2015.
- Councillor Brown offered to send some of his employees to help with the Village Clean-Up Day on 25 April 2015.

Bury Rural South Safer Neighbourhood Team:

In the absence of a representative from Bury Rural South Safer Neighbourhood Team, the Chairman read out the following on their behalf:

- There have been no crimes of note in Kedington during the period 17/03/15 to 21/04/15.

Open meeting

6 Clerks' Report

The Clerk read out her report which is attached to these minutes as Annexes 1 and 2.

Annexes
1 & 2

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

Chairman and Councillors unanimously agreed Clerk's annual leave.

7 Finance Committee

7.1 Consider any matters arising from 10 March 2015 meeting:

None.

7.2 Receive draft minutes of 14 April 2015 meeting:

Chair of the Finance Committee, Cllr Palmer went through highlights of the meeting.

- Minutes of 10 March 2015 meeting were agreed as a true record.
- Financial position at 31 March 2015 (end of financial year) satisfactory with £47,632.20 of the budget (91.23%) spent, leaving a balance of £4,582.80. Additionally £2,674.33 is held in Reserves. Noted that seven budget headings were over budget, but the bottom line figure was satisfactory.
- Salary review based on Yearly Appraisal was carried out for Village Cleaner/Handyman. No increase to hourly pay.
- Salary review based on Yearly Appraisal was carried out for School Crossing Supervisor. A 1% increase on hourly rate of pay will be given from 1st April 2015.
- Village Clean-Up Day to take place on 25th April 2015.
- Strimming Contract to be discussed at KPC meeting.
- Thank you letter received from British Red Cross in Suffolk for grant of £50.00 awarded under Sn 137, LGA 1972, as being of benefit to local people.
- Thank you letter received from Headway, Suffolk for grant of £50.00 awarded under Sn 137, LGA 1972, as being of benefit to local people.
- Thank you email received from St Edmundsbury Newstalk for grant of £50.00 awarded under Sn 137, LGA 1972, as being of benefit to local people.
- Thank you letter received from St Peter & St Paul Church, Kedington – Restoration Committee for grant of £300.00 awarded under Sn 137, LGA 1972, as being of benefit to local people.
- Thank you letter received from Age UK Suffolk for grant of £100.00 awarded under Sn 137, LGA 1972, as being of benefit to local people.
- Cheque payments made since last Finance Committee meeting were ratified under a proposal by the Chair, seconded by Cllr McGuire and

- unanimously agreed.
- Fourteen payments totalling £6,663.92 for supplier payments as at 31 March 2015 approved on 17 April 2015 and cheques signed by Cllr Wheeler and Cllr McGuire.

7.3 Receive unaudited Income & Expenditure Account for the financial year ending 31 March 2015:

The unaudited Income & Expenditure Account for Kedington Parish Council for the financial year ending 31 March 2015 was received and is attached to these minutes as Annex 3. The account showed cash at bank and in hand £11,908.49; VAT recoverable £2,731.64; less creditors for March 2015 £7,069.07 leaving £1,571.06 to be carried forward in Reserves.

Annex 3

7.4 Agree and plan Reserves carried forward to financial year 2015/2016:

Budget headings for Reserves to be carried forward:

	£
War Memorial	500.00
Contingencies	1,500.00
Recreational Equipment	4,000.00
General Reserve	1,571.06

A resolution was put forward by Cllr Donoghue, seconded by Cllr Plummer to accept the reserve headings. There were no other resolutions, unanimously agreed.

7.5 Receive and agree grant applications:

7.5.1 1st Kedington Rainbows

Councillors Palmer and Plummer declared a Non-Pecuniary Interest and took no part in discussions or vote.

The Chairman read out a letter from 1st Kedington Rainbows. A resolution was put forward by Cllr Wheeler, seconded by Cllr Donoghue that a grant of £400.00 be awarded under Sn 137, LGA 1972, as being of benefit to local people. There were no other resolutions; 3 votes in favour; resolution carried.

7.5.2 Inter-Village Sports Competition

Clerk reported this competition in Kedington was being facilitated by Kedington Community Association and was being planned to take place in various villages on different dates during the summer of 2015 (Kedington 18th July 2015). A nominal amount of £50 was being requested to purchase trophies. A resolution was put forward by Cllr Wheeler, seconded by Cllr Plummer that a grant of £50.00 be awarded under Sn 137, LGA 1972, as being of benefit to local people. There were no other resolutions; unanimously agreed; resolution carried.

8 Agree Licence to Underlet for Kedington Library from Kedington Community Association as Custodian Trustee of Kedington Community Association

Clerk reported copies of a new Licence had been received from Adams Harrison (Solicitors) who were acting on behalf of Kedington Community Association (KCA). The KCA needed to draw up a new Licence as the Library Service was now being run by Suffolk Libraries IPS Limited and not Suffolk County Council. As Custodian Trustees of the KCA, the Parish Council had to sign the Licence. Clerk reported she had read through the Licence and all seemed in order. A resolution was put forward by Cllr Donoghue, seconded by Cllr Palmer that the Chairman and Clerk should sign the documents on behalf of the Parish Council. There were no other resolutions; unanimously agreed.

9 Play Equipment

9.1 Receive update on defect report(s) if any:

All defects previously notified by St Edmundsbury Borough Council were in the process of being repaired. New shackles for cross-scales are on order. Councillor Wheeler reported he had a site meeting with a representative from Wicksteed Playgrounds who had provided a drawing of where equipment could be sited and this will be followed up with final costings for the project. The drawing was shown to all Councillors

10 New entrance/frontage at Community Centre

10.1 Receive letter from Kedington Community Association:

Councillor Donoghue declared a Non Pecuniary Interest in this item and remained in the meeting to answer questions on the subject matter

The Chairman read out a letter from Kedington Community Association regarding the existing double front doors at the Community Centre. The letter explained about the poor condition of the doors and that because of uncertainty about when the Parish Council would be commencing the new frontage to the Community Centre, the KCA were asking the Parish Council to pay for the purchase of new front doors at a cost of £4,900.00 plus vat.

Councillors discussed the request but felt that, as the doors would not form part of the new frontage to the Community Centre, the Parish Council would not be in a position to pay for new doors as well as the work to provide the new entrance. It was agreed that the Clerk should write to the Chairman of the KCA to explain what was decided and to reassure the KCA that the Parish Council hoped to be in a position to commence work on the new frontage in the near future. It was further agreed that the project would need to be very carefully managed with members of the KCA and Parish Council working closely to ensure disruptions to users of the Community Centre and Library are kept to a minimum.

MF

11 Environmental / Grounds Maintenance Matters

11.1 Receive quotations for Strimming Contract 2015 and award contract:

Two quotations had been received and these were read out by the Chairman:

Ian Morris Contractors - £2445.00

JAM Property and Garden Maintenance - £1995

A resolution was put forward by Cllr Wheeler, seconded by Cllr Palmer that even though Ian Morris Contractors were more expensive, they had done the contract last year and knew what was expected so should be awarded the contract for 2015. There were no other resolutions; unanimous vote; resolution carried.

11.2 Village clean-up day – update:

Clerk reported that all volunteers would be covered by the Parish Council's insurance. A risk assessment will be completed. Work agreed was:

- General litter picking in as many areas as possible
- Edging path from West End Land through to Westward Deals
- Tidy the entrance to Church Walk from West End Lane and sweep as much of the path as possible
- Clear debris from river along The Cut and Silver Street Park

11.3 Any other environmental/grounds maintenance matters:

Clerk reported an email had been received from West Area Highways giving details of the Cyclic Works Programme for 2015. This work involved grass cutting (rural verges); grass cutting (urban edges) and weed treatment (2 – 3 treatments).

With the Chairman's permission, the Clerk read out an email from a former Chairman of the Parish Council which congratulated the Parish Council on the work they were doing along The Cut and stating how nice it looked with all the nettles cut down.

Councillor Wheeler said he would remove the fallen tree that had been left on the bank at the front of Westward Deals within the next week.

12 Highway/Footpath/Street Furniture matters

12.1 VAS Signs

Clerk reported she had been in contact with Highways as nothing had been heard since the Memorandum of Understanding had been sent to them. A reply was received to say that a different person now had our application to progress and she would be contacting the Parish Council shortly.

12.2 Any other Highway/Footpath/Street Furniture matters:

Councillor Donoghue reported he had written to Western Area Highways regarding the B1061 just outside the first house on the Kedington side of the green. Councillor Donoghue said a member of his family had an accident in this location when their car was hit by a lorry; he added the road at this point seemed to narrow and he measured the carriageway on each side as 5.5m wide, but at the kerb it narrowed to 4.8m wide. Councillor Donoghue said he had asked two questions which he was waiting for an answer to:

1. Why does the road narrow at the point, just where the hedge of the property tends to push vehicles toward oncoming traffic in the opposite lane
2. Why is a kerb installed here at all, since it makes a bad situation worse? Could the cost of the kerbing not have been put toward making the road the proper width instead?

13 Any other reports (on-going matters)

13.1 Receive report from Kedington Community Association, Community Council Meeting:

In the absence of Councillor Loader, the Chairman read out the report, which is attached to these minutes as Annex 4.

Annex 4

14 Housing/Planning

14.1 Applications for discussion at meeting:

None.

14.2 Planning Applications – Observations conveyed by Parish Council:

DC/15/0403/HH – 1 Railway Terrace, Kings Hill, Kedington, CB9 7NE

Householder Planning Application: First floor front extension

OBJECTION

14.3 Planning Applications – Decisions received from Borough Council:

DC/15/0248/VAR – Site at Stourmead Close, Mill Road, Kedington

Without compliance to condition 15 of SE/13/0196/FUL – To read: Unless otherwise agreed in writing, the pedestrian footpath proposed through the site from Mill Road to Risbridge Meadows shall be provided prior to the LAST occupation in accordance with the details shown on drawing 2414-GMP-01 revision B. The footpath shall thereafter be retained in the installed form.

GRANTED

DC/15/0347/HH - 21 Kings Meadow, KEDINGTON, CB9 7NH

Householder Planning Application: (i) two storey side extension following demolition of garage; (ii) provision of new access and parking.

GRANTED

14.4 Any other housing / planning matters:

None.

15 Consultations

None.

16 Events

16.1 Nominations:

16.1.1 Police & Crime Commissioner's invite to Public Meeting; Thursday
21 May 2015, 10 Northgate Street, Bury St Edmunds, 6.30 p.m.
No uptake.

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 9.45 p.m.

The date of the next meeting (Annual Meeting of the Parish Council) will be **Tuesday 26 May 2014** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated