

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 15 SEPTEMBER 2015
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present:

Cllr Simon McGuire (Chairman)
Cllr Peter Donoghue
Cllr Kate Kendrick
Cllr Nathan Loader
Cllr Debbie Plummer
Cllr Peter Rowsell
Cllr Marion Rushbrook

Vacancy: 1

In attendance:

Ms Marion Farrant – Parish Clerk

Also in attendance: Suffolk County Councillor Tony Brown (joined meeting at 9.00 p.m.); PCSO Sophie Mitchell and PCSO Anthony Welford (Bury Rural South Safer Neighbourhood Team); Dr Z Palmer (Parishioner).

		ACTION
1	<p>Parishioners Question Time and to acknowledge agenda items of interest to members of the public present None.</p> <p>Open meeting</p>	
2	<p>Welcome and apologies The Chairman welcomed all present. Apologies for absence were received from Cllr Terry Wheeler (holiday) and Borough Councillor Karen Richardson. Councillors unanimously agreed to accept Cllr Wheeler's apologies.</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 The Chairman declared a Non-Pecuniary interest in agenda item 7.4. Councillor Donoghue declared a Non-Pecuniary interest in agenda item 13.1.</p>	
4	<p>To agree and sign as a correct record the minutes of the Meetings of Kedington Parish Council held on 30 June and 21 July 2015 A resolution to agree the minutes of the Meetings of Kedington Parish Council held on 30 June and 21 July 2015 as a true record was put forward by Cllr Loader and seconded by Cllr Rowsell. There were no other resolutions; resolution carried. The Chairman duly signed the minutes.</p> <p>Close meeting</p>	
5	Receive Visitor's Reports	

Bury Rural South Safer Neighbourhood Team:

PCSO Anthony Welford addressed the meeting:

- There had been no reported crimes in Kedington for the period 21/07/15 to 14/09/15.
- Three speed checks were carried out in Kedington during August 2015 during which, one ticket was issued; eight verbal warnings given and thirty two warning letters sent out.
- PCSO Welford reported thefts of lead from church roofs was on the increase with churches at Withersfield, Thurlow, Lavenham and Coombs (near Stowmarket) already being targeted. PCSO Welford asked for anyone seeing suspicious vehicles near churches, to alert the Safer Neighbourhood Team on 101. He requested the Parish Council to pass this information on to St Peter & St Paul Church in Kedington.
- PCSO Welford reported, with the help of the Emergency Service Cadets, letters had been delivered to all residents of Kings Meadow, following complaints of inconsiderate parking, which in one instance led to an emergency ambulance not been able to get to an address. A copy of the letter was passed round to Councillors.

MF

Councillor Kendrick asked if the SNT could compose a letter regarding parking at the school, which could be given out to children from Kedington Academy to take home. PCSO Welford agreed to do this and said he would drop off letters to the Academy. It was noted Kedington Academy has Junior Safety Officers who were being trained to try and educate parents, etc. about parking issues near the school.

Councillor Loader reported vehicles parking near to the junction of Kings Hill with Sturmer Road were causing a hazard for vehicles entering Kings Hill.

Councillor Rowsell reported vehicles parking near to the junction of White Horse Road with the B1061 were also causing hazards for vehicles wishing to exit this road onto the B1061. PCSO Welford said he would monitor these areas.

Borough Councillor Karen Richardson:

The Chairman read out a report on behalf of Councillor Richardson. Councillor Richardson said she had spoken at the Sustainable Development Committee meeting at St Edmundsbury Borough Council, pointing out that three meetings had taken place regarding the proposed development of North East Haverhill, two of which she had attended, the last meeting being with the developers. Councillor Richardson said she had raised the point of what was going to happen to information departed at these meetings, especially the last one with the developers. Councillor Richardson said she had made colleagues aware that she had typed a full report at the first two meetings to Chris Rand with the main points raised as follows:

- Close proximity to the north end of Kedington and not just Calford Green.
- Infrastructure issues and the use of surrounding villages as “rat runs” to avoid not just Haverhill but also the whole of the A1307 through Linton
- Development boundary has been moved, not the Parish boundary*
- The need for the North West Haverhill bypass to be in place
- The larger number of houses proposed than originally expected.
- Schools, Doctors and Dentist requirements to facilitate this number of people
- Concerns of any future expansion once precedence has been set
- Buffer zone need to be larger.

The Chairman also reported that the Parish Council had received a message on 11th September 2015 from Mrs Surridge of Calford Green, with a request that her message be reported to Councillors. Mrs Surridge stated she was concerned that the map and counter proposal to the proposed development of North East Haverhill put on the Notice Board at Calford Green by Kedington Action Group, showed a swathe of trees running across Mr Metson's land, which she felt put Calford Green at a disadvantage.

Open meeting

6 Clerks' Report

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 Loader recommended the Parish Council should be in favour of not changing the current Parish Boundary, as his view was, it is in the right place and should not be moved to let housing from another town be built.
- Agreed that Kedington Parish Council would not enter into the Newsletter of the Year competition 2015.
- It was acknowledged that Kedington did not have a Neighbourhood Plan as there was no one who could take on this onerous task at the present time; Councillors agreed not to consult with Planning Progress to undertake a Neighbourhood Plan. Councillor Loader stated the Vision 2031 document did not contain local views, even though this had been promised by Ian Poole from St Edmundsbury Borough Council.
- Councillors were unanimously in favour of 1st Kedington Cub Scouts retaining the £90.00 from their grant to be used for other items the group may wish to purchase.

7 Finance Committee

7.1 Consider any matters arising from 14 July 2015 meeting:

None

7.2 Receive draft minutes of 08 September 2015 meeting:

In the absence of the Chair of Finance Committee (Cllr Wheeler) the Clerk went through highlights of the meeting:

- Financial position at 31 July 2015 satisfactory with £15,670.03 of the budget (21.94%) spent, leaving a balance of £55,754.97. Additionally £7,571.06 is held in Reserves.
- Financial position at 31 August 2015 satisfactory with £19,921.27 of the budget (27.89%) spent, leaving a balance of £51,503.73. Additionally £17,571.06 is held in Reserves following receipt of cheque for £10,000 from DAS (insurance claims handlers) in settlement of Parish Council claim against them appertaining to the Employment Tribunal Case of 2010.
- A £5000.00 bank transfer from deposit account to current account was agreed.
- Petty cash imprest of £50 agreed.
- Audited Annual Return for financial year ending 31 March 2015 received.
- Parish Council Insurance Fidelity Guarantee agreed for 2015/2016 at £150,000.
- Agreed that new seating and a litter bin be ordered for Watermill Field at a cost of £1298.95 plus vat and delivery, subject to full Parish Council ratification.
- Quotation of £90.00 plus vat received from M D Landscapes to provide a new hasp and padlock for oak post at entrance to Riverside Walk.
- Agreed to purchase more spring bulbs for planting in Barton Grove and Watermill Field

- Agreed to purchase shorter poles for cross scales on Old School Field and another football net for the junior goals.
- Thank you card received from 1st Kedington Rainbows for grant of £400.00 awarded under Sn 137, LGA 1972 as being of benefit to local people.
- Grant of £500.00 awarded to Kedington Branch – Royal British Legion to assist with the cost of a new floor in the Legion Hall was awarded under Sn 137, LGA 1972 as being of benefit to local people (subject to full Council ratification).
- Grant of £75.00 awarded to Kedington Branch – Royal British Legion for the purchase of a wreath for Remembrance Sunday with the balance going to the Poppy Appeal 2015 was awarded under Sn 137, LGA 1972 as being of benefit to local people.
- Eight payments, totalling £4,517.38 for Supplier Payments as at 31 August 2015, plus one bank transfer of £5000.00 and one petty cash cheque for £50.00 approved on 08 September 2015 and cheques signed by the Cllr McGuire and Cllr Rowsell.

7.3 Audited Annual Return for financial year ending 31 March 2015:

The audited Annual Return for the financial year ending 31 March 2015 had been received from External Auditors. BDO LLP, with no issues arising. Clerk reported Notice of Conclusion of Audit has been posted on all Notice Boards. The Annual Return is attached to these minutes as Annex 2.

Annex 2

7.4 Ratify Finance Committee recommendation for grant to Kedington Branch – Royal British Legion:

At this point the Chairman declared a Non-Prejudicial Interest but remained in the meeting and did not take part in discussion or vote.

A resolution was put forward by Cllr Rushbrook, seconded by Cllr Kendrick that the Finance Committee recommendation to grant £500.00 to the Kedington Branch – Royal British Legion, under Sn 137, LGA 1972, as being of benefit to local people, be approved. There were no other resolutions; carried by 6 votes.

8 Receive reply from letter sent to Scrutiny & Overview Committee at St Edmundsbury Borough Council:

A reply to the letter sent by Kedington Parish Council to the Scrutiny & Overview Committee at St Edmundsbury Borough Council was read out by the Chairman. The letter, which did not uphold the views of the Parish Council was taken by Cllr Loader to review before any further action is decided.

9 Play Equipment

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

At the time of meeting, no defect report had been received.

10 Training availability

Clerk reported the Local Council Public Advisory Service were offering a course on ***Writing Effective Responses to Planning Application Consultations***. This hands on practical course will help Councillors in constructing consultation responses that will help get the attention of Planning Authorities. It was agreed that the Parish Council would like to undertake this course “in house” on Tuesday 24 November 2015.

MF

11 Environmental / Grounds Maintenance Matters

11.1 Consider flailing hedge around Old School Field – agree action:

Councillors were in agreement that the hedge around Old School Field should be flailed on both sides and top. Clerk was requested to contact Hutchinson & Son and M D Landscapes for prices. It was further agreed that the contractors should be asked for a price to flail the riverbank as in previous years.

MF

11.2	<p>Plant beds in Silver Street Park: Councillor Rowsell reported he had the steel edging for the lower plant bed courtesy of Metcraft Engineering, this now needed installing. Clerk reported a thank you letter had been sent to Mr Fisher at Metcraft Engineering.</p> <p>Close meeting</p> <p>Suffolk County Councillor Tony Brown offered the services of his employees to install the steel edging at no cost to the Parish Council. It was agreed that Cllr Rowsell would meet Councillor Brown on 18 September 2015 at 4.00 p.m. in Silver Street Park to discuss installation. The Chairman thanked Councillor Brown for his kind gesture.</p> <p>Open meeting</p> <p>Clerk reported the raised plant bed was in need of maintenance and some new plants. Councillor Loader said he would ask if the Scouts could help with this work under the guidance of Mr Dellar, another Scout Leader.</p>	NL
11.3	<p>Any other environmental/grounds maintenance matters: Councillor Rowsell suggested the Parish Council could look into having “sleeper borders” in designated areas of the village where parking is prevalent on grassed areas. This would not only protect spring bulbs that have been planted in previous years and ruined where cars have driven over them, but also restrict parking. Clerk will write to St Edmundsbury Borough Council and Havebury Housing for their thoughts and permission.</p> <p>Councillor Rowsell reported the public footpath known as The Baulk had still not been swept and was now very overgrown. Clerk has reported this to Highways and will chase up.</p> <p>Clerk reported that the overgrown trees on the footpath at the top of Kings Meadow had been reported to St Edmundsbury Borough Council. An officer from St Edmundsbury Borough Council has been in contact with Clerk to report the trees are the responsibility of Highways. Clerk has informed Highways.</p>	MF
12	Highway/Footpath/Street Furniture matters	
12.1	<p>Receive Finance Committee recommendation to order new seating and litter bin for Watermill Field – agree action: The Chairman read out a letter from Thurlow Estate, giving permission for the installation of the two seats and a litter bin. A resolution to agree Finance Committee recommendation to order new seating and litter bin for Watermill Field at a cost of £1298.95 plus vat and delivery was put forward by Cllr Rowsell and seconded by Cllr Plummer. There were no other resolutions, unanimously agreed.</p> <p>Close meeting</p> <p>Suffolk County Councillor Tony Brown said the Parish Council could apply for a grant for the cost of the new seating and litter bin from his Locality Budget. The Chair thanked Cllr Brown on behalf of the Parish Council and said everyone was very grateful to him for his support and dedication to the village.</p> <p>Open meeting</p>	
12.2	<p>VAS Signs: Clerk reported the literature circulated to all Councillors during August 2015 had revealed that the majority of Councillors were in favour of the Radarlux Tempodis 230 SI sign. Clerk was requested to seek a quotation from both Radarlux and Westcotec so price comparisons could be made.</p>	MF

12.3 Any other Highway/Footpath/Street Furniture matters:

Clerk reported she had contacted Highways and the 30 mph sign on B1061 Sturmer Road will not be replaced as there are 30 mph marking on the road and 30 mph signs on the other side of Kings Hill junction going towards Calford Green.

Clerk also informed she had contacted Highways regarding the worn road markings at the staggered crossroads in Little Wrating, as traffic exits from the main road into Kedington will not be repainted for at least 12 months.

Councillors reported:

- Street Light No 16 outside "Clayfield" in Kings Hill not working.
- Pot hole needing repair, 50 metres into Dane Common.
- Tree branches growing through power/telephone cables on B1061 as you enter Calford Green.

MF

13 Any other reports (on-going matters)

13.1 New frontage to Community Centre:

Councillor Donoghue declared a Non-Pecuniary Interest but remained in the meeting to report only.

Councillor Donoghue circulated a revised plan and costs estimate to all Councillors; he said some of the costs were based on firm quotations and others based on estimates. Councillor Donoghue reported that 20% of the total cost for the new frontage would be met by Kedington Library, but this had yet to be finalised. Councillor Rowsell said that the original cost when the new entrance was first costed came in at around £17,000; he noted the Parish Council had funding of just over £18,000.00 to complete the project and was concerned that cost of finishing the inside lobby of the new entrance amounted to £3,100.00; he queried if the Parish Council should be paying for this as the cost for the groundworks and superstructure alone were £18,403.00. Councillor Plummer agreed with Cllr Rowsell and asked who would pick up the cost if estimates came in over prediction. Councillor Donoghue stated that the contribution from the Library would help cover these costs, but there was no firm commitment from them as yet. Councillor Donoghue said he had sourced four quotations for the glass superstructure, with no reply being received from a local contractor who installed the windows and doors in the Parish Council office. Both the Chairman and Cllr Rowsell felt items 5 – 8 inclusive on the costing sheet should not be paid for by the Parish Council. Councillor Donoghue reported the Chairman of the KCA had been given a copy of the revised drawings and a meeting had been arranged for Monday 21 September 2015 with a sub-committee from the KCA who had been appointed to work with the Parish Council.

A resolution was put forward by Cllr Rowsell, seconded by Cllr Plummer that the Parish Council should spend no more than £18,403.00 on the project. There were no other resolutions, carried by majority vote.

Non agenda item – guillotine

With the time at 9.45 p.m. it was agreed under a proposal by the Chair, seconded by Cllr Plummer to raise the guillotine for fifteen minutes to allow other business on the agenda to be conducted. Unanimously agreed.

14 Housing/Planning

14.1 Applications for discussion at meeting:

None.

14.2 Planning Applications – Observations conveyed by Parish Council:

DC/15/1483/HH – 1 Kings Hill, Kedington, CB9 7NA

Householder Planning Application – two storey rear extension

NO OBJECTIONS

DC/15/1491/HH – 18 Barton Grove, Kedington, CB9 7PT

Householder Planning Application – (i) Two storey side extension (house) and (ii) construction of new garage/store with extended driveway.

NO OBJECTIONS

DC/15/1501/HH – 9 Dane Common, Kedington, CB9 7NU

Householder Planning Application – Proposed two storey side extension to provide annexe.

NO OBJECTIONS

DC/15/1526/FUL – 1 Barton Grove, Kedington, CB9 7PT

Planning Application – Sub-division of existing dwelling to create 1 no 2 bed dwelling and 1 no 3 bed dwelling including single storey rear extensions.

NO OBJECTIONS – Councillor's comments noted in reply to Planning Department

DC/15/1547/HH – 11A School Road, Kedington, CB9 7NG

Householder Planning Application – rear orangery (demolition of existing conservatory).

NO OBJECTIONS

14.3 Planning Applications – Decisions received from Borough Council:

DC/15/1040/HH – 5 Barton Grove Kedington, CB9 7PT

Householder Planning Application – two storey side and single storey extensions (following removal of existing conservatory)

GRANTED

DC/15/1184/HH – Dane Lodge, Haverhill Road, Kedington, CB9 7NR

Householder Planning Application – single storey rear extension.

GRANTED

14.4 Any other housing / planning matters:

None.

15 Consultations

15.1 Gambling Act 2005 – Statement of Licensing Policy

No responses had been received from Councillors regarding this consultation.

16. Events

16.1 Nominations

16.1.1 St Edmundsbury Borough Council – Parish Conference 12 October 2015

No uptake

16.1.2 Community Emergency Planning Conference – 13 November 2015

No uptake

16.2 Councillor absences (update)

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

Close meeting

17

Any new matters (for discussion only)

Suffolk County Councillor Tony Brown reported he had attended a meeting in Ipswich concerning ***Developing Suffolk's Devolution Proposal***. The meeting took place as the Government is currently piloting the Cities and Local Government Devolution Bill through Parliament. The Bill make provision for local authorities and other parts of the public sector to "bid" to run functions currently delivered centrally in return for certain agreed outcomes. County Councillor Brown handed paperwork to the Clerk about this issue, which will be circulated to all Councillors

The meeting closed at 10.00 p.m.

The date of the next meeting of Kedington Parish Council will be **Tuesday 27 October 2015** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated