

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL  
TUESDAY, 27 OCTOBER 2015  
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

**Present:**

Cllr Simon McGuire (Chairman)  
Cllr Peter Donoghue  
Cllr Nathan Loader  
Cllr Debbie Plummer  
Cllr Peter Rowsell  
Cllr Terry Wheeler

Vacancy: 1

**In attendance:**

Ms Marion Farrant – Parish Clerk

**Also in attendance:** Suffolk County Councillor Tony Brown; Haverhill Town Councillor John Burns; St Edmundsbury Borough Councillor Karen Richardson; PCSO Kayla Packman and PCSO Anthony Welford (Bury Rural South Safer Neighbourhood Team); Mr Justin Waite (Parishioner) Mr J E Halpin and Mr R Hobbs (Kedington Action Group).

**ACTION**

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

Mr Waite expressed an interest in agenda item 3. Mr Hobbs (Kedington Action Group) thanked the Parish Council for facilitating a meeting between the Action Group and Jayne Cole, Local Council Public Advisory Service; he said Jayne had given sound advice to the group and had suggested that local Parish Councils could form up to engage with a Planning Expert if they so wished. Mr Hobbs asked whether the Parish Council was keen to engage with other Parish Councils, especially Linton. The Chairman responded to this question stating Kedington Parish Council would always be happy to work with other Parish Councils for the benefit of the Parish. Mr Hobbs asked whether the forthcoming meeting with Principal Planning Officers for Major Developments, at West Suffolk House on 30 October 2015 regarding the Haverhill North East Development would be recorded and minutes taken. Borough Councillor Karen Richardson responded to this question, saying as it was not an “official” meeting there would be no recording allowed and no minutes would be taken, although participants were free to take their own notes. Mr Hobbs reported the Action Group had engaged the services of Navigas Planning Consultants at a cost of £300 plus vat, to attend the meeting at West Suffolk House and he asked if the group would be able to apply to the Parish Council for a grant to help cover these costs. The Chairman asked Mr Hobbs to put this request in writing in order that it could be discussed at a Finance Committee meeting.

**Open meeting**

**2 Welcome and apologies**

The Chairman welcomed all present. Apologies for absence were received from Councillor Kendrick (Holiday) and Councillor Rushbrook (Holiday). Councillors unanimously agreed to accept Cllrs Kendrick and Rushbrook’s apologies.

**3 Co-option of Parish Councillor**

The Chairman confirmed that as Democratic Services at St Edmundsbury Borough Council had not received a request from ten electors from the Parish of Kedington to call an Election, the vacancy created by the resignation of Cllr Zoe Palmer can be filled by co-option.

**Close meeting**

Mr Justin (Jay) Waite addressed the meeting. Mr Waite said he had lived in Kedington for just over a year and had found it to be a very welcoming community. Mr Waite said he was a member of Kedington Action Group against the proposed development of North East Haverhill and the Kedington Branch of the Royal British Legion. Mr Waite said he had an interest with other issues within the Parish, such as the needed expansion of the school, increased building and parking issues. Mr Waite said he hoped, if co-opted onto the Parish Council, he could help make the village a positive place to live and put something back into the community.

Mr Waite was asked to leave the room while Councillors made a decision. Councillor Wheeler said he thought Mr Waite was very positive and could be a pro-active member of the Parish Council. Councillor Wheeler proposed Mr Waite be co-opted as a Parish Councillor, seconded by the Chairman and unanimously agreed by all present.

Mr Waite re-joined the meeting and duly signed the Declaration of Acceptance of Office which is attached to these minutes as Annex 1. The Chairman welcomed Mr Waite to the Parish Council.

Annex 1

**Open meeting**

**4 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**

Councillors Loader and Waite declared a Non-Pecuniary interest in agenda item 9; Cllr Donoghue declared a Non-Pecuniary interest in agenda item 14.1.

**5 To agree and sign as a correct record the minutes of the meeting of Kedington Parish Council held on 15 September 2015**

Councillor Loader queried the statement in agenda item 5, Visitor's Reports for Borough Councillor Karen Richardson, where it was stated as a bullet point "Boundaries had been moved". Councillor Richardson said this statement was referring to the "development boundary" and not the "Parish Boundary". A resolution to put a footnote to the minutes for clarification and agree the minutes as a true record was put forward by Cllr Wheeler and seconded by Cllr Plummer; there were no other resolutions, unanimously agreed.

**Close meeting**

**Receive Visitor's Reports**

**6 Bury Rural South Safer Neighbourhood Team:**

PCSO Anthony Welford addressed the meeting:

- There have been seven reported crimes in Kedington for the period 15/09/15 to 20/10/15.
- Burglary other building where copper piping was removed from the Bloor Site in Mill Road; this happened overnight between 17/09/15 and 18/09/15.
- Burglary other building where an electrical generator was removed from the Bloor Site in Mill Road; this happened overnight between 23/09/15 and 24/09/15.
- Burglary other building where copper armour cable and a mixer tap were removed from the Bloor Site; this happened overnight between 23/09/15 and 24/09/15.

- Theft of a motor vehicle at 23.55 hours on 24/09/15.
- Theft of a variety of shoes/boots from a porch area on the Bloor Site which happened overnight on 25/09/15 and 26/09/15.
- Criminal damage to motor vehicle where the driver's side window was smashed; this happened between 1400 and 1715 hours on 02/10/15.
- Criminal damage to a motor vehicle which had several scratches caused in a variety of places on the vehicle; this happened overnight between the 10/10/15 and 11/10/15.

PCSO Welford went on to speak about a burglary in Great Wrating, for which Police are appealing for witnesses. The burglary was at 19.30 hours on 13/10/15 where three men broke into a house in Coronation Cottages, off School Road in Great Wrating. An elderly woman was confronted by one of the men who restrained her whilst the other two men searched the house. It is not known at this stage if anything was stolen. PCSO Welford stated there was also a similar incident in Mildenhall the previous evening but it is not known if the two are linked.

Councillor Rowsell reported vehicles parking in Kings Hill very near to the junction causing hazards for vehicles wishing to turn left into Kings Hill from the B1061. Councillor Rowsell stated any vehicle turning left into Kings Hill had very poor visibility because of the parked cars and there had been a few near misses in this vicinity. PCSO Welford said he would monitor this and ticket offending vehicles if necessary. Councillor Rowsell also informed PCSO Welford that he was disappointed to see a Police car drive past the white van that had been parking on the pavement adjacent to the old White Horse Public House in Sturmer Road and causing obstruction to pedestrians, without stopping; Councillor Rowsell said the officer could clearly see the van was causing an obstruction, but did nothing. PCSO Welford said the officer may have been in response to another call but he would look into this.

#### **Suffolk County Councillor Tony Brown:**

Suffolk County Councillor Tony Brown reported:

- Western Area Highways have yet to fill the post created by the resignation of Simon Curl.
- Last Suffolk County Council meeting was cancelled.
- Rural Transport, this has been called in and will be going back to Suffolk County Council's Cabinet.

#### **Borough Councillor Karen Richardson:**

Nothing to report.

#### **Open meeting**

#### **7 Clerks' Report**

Clerk reported:

- Chairman's Letter has now been finalised and was being copied. Notification and paperwork about the forthcoming Community Governance Review had also been included. Two local students have agreed to undertake delivering Chairman's Letters and Clerk will do outlying areas of the village.

#### **7.1 Consider further action (on action taken or reports received since last meeting):** None.

#### **8 Finance Committee**

#### **8.1 Consider any matters arising from draft minutes of 08 September 2015 (note no Finance Committee meeting held in October 2015):**

Councillor Wheeler asked for appreciation to be noted to the Clerk for pursuing the case for the Parish Council against Claims Handlers, DAS and securing the

£10,000 reimbursement in respect of the Employment Tribunal proceedings.

**8.2 Receive and ratify financial statements for month ending 30 September 2015:**

Deferred to next Finance Committee meeting.

**8.3 Agree and set date for budget/precept meeting to prepare 2016/2017 budget:**

The date was set for Tuesday 03 November 2015 at 7.30 p.m. in the Meeting Room at the Parish Council Office. The Chairman duly invited other members, other than Finance Committee, if they wish to attend.

**8.4 Receive information on Council Tax Support Grant 2016/2017:**

This will be circulated to all Councillors.

**8.5 Discuss renewal of Fire Extinguishers in Parish Council Office:**

Clerk reported the two fire extinguishers in the Parish Council Office and Meeting Room are out of date and need to be replaced. Clerk requested to seek quotations from DPL and Eastern Fire for supply and service.

MF

**8.6 Grant Applications:**

**8.6.1 Kedington Art Group:**

The Chair read out a letter from Kedington Art Group. A resolution was put forward by Cllr Loader, seconded by Cllr Wheeler, that a grant of £150.00 should be awarded under Sn 137, LGA 1972, as being of benefit to local people. There were no other resolutions; unanimous vote.

**8.6.2 East Anglian Air Ambulance**

The Chair read out a letter from East Anglian Air Ambulance and their Financial Statements and Annual Report was circulated amongst Councillors present. A resolution was put forward by Cllr Waite that a grant of £220.00 should be awarded under Sn 137, LGA 1972 as being of benefit to local people. A second resolution was put forward by Cllr Donoghue, seconded by Cllr Loader that a grant of £440.00 should be awarded under Sn 137, LGA 1972 as being of benefit to local people. There were no further resolutions; vote taken on Cllr Donoghue's resolution; unanimous vote, resolution carried.

**9 Proposed North East Haverhill Development and Community Governance Review (update:**

At this point Cllrs Loader and Waite declared a Non-Prejudicial Interest but remained in the meeting and took part in discussion.

A meeting with Chris Rand, Principal Planning Officer Major Projects has been set up to take place at West Suffolk House in Bury on Friday 30 October 2015 at 4.00 p.m. Participants will include Marcia Whitehead, Bidwells (who acts on behalf of Mrs Pelly), Kedington Parish Council, Kedington Action Group, County and Borough Councillors, Parishes of Little Wrating, Great Wrating, Thurlow and Linton. The meeting is to discuss how the planning application for the development will proceed. Councillor Rowsell expressed his concerns that the application will be "pushed" through regardless of the boundary issues and bring the urban development of Haverhill ever closer to Kedington.

**Close meeting**

Borough Councillor Karen Richardson explained that the site at North East Haverhill is dependent on when the North West by-pass is delivered and that the Parish Council should ask questions at the meeting about this and other factors.

**Open meeting**

St Edmundsbury Borough Council's Community Governance Review is currently being circulated amongst Councillors for comments. The closing date for the review is Monday 9<sup>th</sup> November 2015 at 5.00 p.m.

**10 Receive information on Short Stay Stopping Sites for the Gypsy and Traveller Communities**

Councillors were handed emails from the Leader of St Edmundsbury Borough Council, Cllr John Griffiths and Cllr Sarah Stamp, Cabinet Member for Communities, Suffolk County Council regarding short stay stopping sites for the Gypsy and Traveller Communities. The "call for sites" aims to identify land on which to locate three Short Stay Stopping Sites for the Gypsy and Traveller community. The County currently has no sites of this type and in the past six years, Suffolk has seen 280 unauthorised encampments, costing the taxpayer tens of thousands of pounds each year to deal with. Other Counties who have established short stay stopping sites have seen a significant reduction in unauthorised encampments. The Suffolk Public Sector Leaders Group is calling on landowners and other interested parties to suggest sites that could be suitable for the Gypsy and Traveller Communities. The "call for sites" closes on 16 November 2015; there is no onus on the Parish Council to make suggestions. Any Councillors who wishes to comment should email the Clerk before this date.

**11 Play Equipment**

**11.1 Receive update on defect report(s) if any:**

Clerk reported the latest defect report stated the junior goal posts on Old School Field are at risk of a possible hazard from the angle steel part of frame. Also, the new framework on one of the goals needs to be checked to ensure compliance with latest goal standards. Clerk will liaise with Parks Department at St Edmundsbury Borough Council about this.

MF

Councillor Loader raised a question as to what money has been accrued over the last ten years regarding house building and s.106. Councillor Donoghue answered saying, the new development by Bloor Homes was the only one in Kedington over the last ten years so no money would have been accrued; single houses being built were not eligible for s.106 money.

Councillor Wheeler requested the Clerk ask if there was a finish date for the new Bloor Homes development and when the s.106 money for the new play equipment might be released.

MF

**12 Environmental / Grounds Maintenance Matters**

**12.1 Consider flailing hedge around Old School Field – agree action:**

Councillors were in agreement that the tree line on side of Old School Field and the tree line adjacent to the children's play area should be flailed at the same time as the hedge around Old School Field. Clerk to ask K Hutchinson & Son and M D Landscapes to include this work in their quote for flailing the hedge and cutting back the river bank.

**12.2 Plant beds in Silver Street Park and update on new edging installed:**

The new steel edging for the lower plant bed in Silver Street Park had now been installed. The Chair thanked County Councillor Tony Brown for facilitating this. Councillor Donoghue agreed to contact Mr Sears to get the remainder of the tarmac laid up to the edging and remove the strip of log roll and make good. It was agreed that RMS Trees should be asked to prune the lower plant bed and clear debris in order that some new purple slate can be put down to deter weeds. Councillor Loader reported he had spoken to Mr Dellar about the raised plant bed and his advice was this could be tidied up and trimmed back now but new plants should not be planted until next Spring.

PD

### 12.3 **Strimming Contract:**

Councillor Wheeler reported that he had been monitoring the Strimming Contract during 2015 and the current contractor Mr Ian Morris has been very professional and amenable to changes already made during the growing season in 2015. Councillor Wheeler had, in consultation with Mr Morris, agreed some changes to cutting the riverbanks, which would be more beneficial in the contract for 2016. The basic specification for the Riverside Conservation Areas of the Strimming Contract would remain the same but the cutting cycle would be changed to:

- April (commencing end of April), May and June – cut every three weeks
- July, August, September – cut every four weeks
- October – cut during fourth week

Wording on contract for 2016 will also state that no wild plants will be left to grow in the “windows”, these should be cut down. A resolution to accept these changes was put forward by Cllr Wheeler and seconded by Cllr Rowsell. There were no other resolutions; unanimously agreed.

### 12.4 **Any other environmental/grounds maintenance matters:**

Councillor Rowsell asked if the Clerk had written to Havebury / St Edmundsbury Borough Council regarding “sleeper borders” in designated areas of the village (KPC 121-04). Clerk reported she had not yet had time to do this, but would get on to it as soon as possible.

Chairman reported he had planted the daffodil bulbs on Watermill Field and on the green in Barton Grove.

## 13 **Highway/Footpath/Street Furniture matters**

### 13.1 **Winter Gritting 2015/2016:**

Councillor Wheeler addressed the meeting. Councillor Wheeler said the Parish Council were unable to secure a contractor to do the winter gritting in 2014/2015, but as it was a relatively mild winter, this did not cause too many problems. Councillor Wheeler said the Parish Council should inspect the gritting machine and get it serviced and ready for gritting. Councillor Waite said he knew of a contractor who may be interested and will speak to him. Clerk requested to provide Cllr Waite with the necessary paperwork. The Chair and Cllr Wheeler volunteered to inspect the gritting machine.

### 13.2 **Any other Highway/Footpath/Street Furniture matters:**

Clerk reported that although the majority of Councillors were in favour of the Radarlux Tempodis 230 SI VAS sign, she has recently learned that Suffolk County Council will only allow the installation of Westcotec VAS signs. The sign costs £2,625.00 each plus vat and a data collection unit can be purchased for an extra £250 per sign plus vat. Additional bracket sets can also be purchased as a cost of £50 per set plus vat and it is recommended that the bracket and sign are secured with padlocks. A resolution was put forward by Cllr Rowsell, seconded by Cllr Loader that the sign, data collection unit and brackets be purchased by the Parish Council; there were no other resolutions; unanimously agreed. Councillor Rowsell volunteered to take on the data collection. The cost of the VAS sign and extras will come from Suffolk County Councillor Tony Brown's Highways Budget. Volunteers from the Parish Council will be needed to move the sign to different locations. Clerk reported the pole for the VAS sign in Hundon Road has now been installed.

### **Non agenda item – Guillotine**

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

MF

**14 Any other reports (on-going matters)**

**14.1 New frontage to Community Centre:**

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

Councillor Donoghue reported he and the Chairman had a meeting with the KCA sub-committee about the proposed new frontage. The sub-committee said the drawings and design were acceptable to the KCA and they would like to see the work commence at a least disruptive time to the KCA and their bookings. Councillor Donoghue said he was waiting for the Bookings Secretary to get back to him with bookings (both ongoing and new) and then a temporary entrance to the Community Centre could be agreed while the work was being carried out. The sub-committee acknowledged they would have to finish off the interior of the new entrance, i.e. plastering, flooring, lighting, etc. Councillor Donoghue confirmed that the work should take 5 – 6 weeks to complete; he also informed the Parish Council that there would be a £420.00 Building Regulations Fee, which had not been added into the budget. Councillor Donoghue said he was waiting to hear from the Library IPS whether final approval had been given for their part of the new frontage.

**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.

**14.2 Receive report from KCA meeting on 21 September 2015:**

Councillor Loader has stood down from being Parish Council representative on the KCA Community Council and did not attend the meeting on 21 September 2015. The Chairman went through highlights of the KCA Community Council meeting of 15 June 2015 which Cllr Loader had provided and are attached to these minutes as Annex 2.

Annex 2

**15 Housing/Planning**

**15.1 Applications for discussion at meeting:**

None.

**15.2 Planning Applications – Observations conveyed by Parish Council:**

None.

**15.3 Planning Applications – Decisions received from Borough Council:**

None.

**15.4 Any other housing / planning matters:**

None.

**16 Consultations**

None.

**17 Events**

**17.1 Nominations**

None.

**17.2 Councillor absences (update)**

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

**18**      **Any new matters (for discussion only)**  
None.

The meeting closed at 10.00 p.m.

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

**Signed** .....

**Dated** .....