

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16 FEBRUARY 2016
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present:

Cllr Simon McGuire (Chairman)
Cllr Terry Wheeler (Vice-Chairman)
Cllr Peter Donoghue
Cllr Peter Rowsell
Cllr Justin Waite

Vacancy - 1

In attendance:

Ms Marion Farrant – Parish Clerk

Also in attendance: St Edmundsbury Borough Councillor Karen Richardson; Dr Heather Carre-Skinner (Parishioner); Suffolk County Councillor Tony Brown (joined the meeting at 9.00 p.m.).

ACTION

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

Dr Heather Carre-Skinner said she was interested in agenda item 3.

Open meeting

2 Welcome and apologies

The Chairman welcomed all present. Apologies for absence were received from Cllr Debbie Plummer (Health) and Cllr Marion Rushbrook (personal). Councillor Loader was not in attendance at the meeting and no apologies were received. Councillors unanimously accepted Cllrs Plummer and Rushbrook's apologies.

Close meeting

3 Co-option of Parish Councillor

The Chairman invited Dr Heather Carre-Skinner to address the meeting. Dr Carre-Skinner said she and her husband had lived in Kedington for nearly two years and liked to be in the hub of village life. Dr Carre-Skinner said she is an active member of the community, being a member of the W.I and a Bell Ringer at St Peter & St Paul Church. Dr Carre-Skinner said her mother had been a Parish Councillor where they used to live, so she had some knowledge of what is involved in becoming a Parish Councillor. Dr Carre-Skinner works as a Quality Assurance Bio Tech Manager at a company on the Science Park in Cambridge.

Dr Carre-Skinner left the meeting so members could discuss her co-option to Kedington Parish Council. A resolution was put forward by Cllr Wheeler, seconded by Cllr Rowsell that Dr Carre-Skinner should be co-opted to Kedington Parish Council. There were no other resolutions; unanimously agreed.

Dr Carre-Skinner re-joined the meeting and signed the Declaration of Acceptance of Office form, which is attached to these minutes as Annex 1. The Chairman welcomed her 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**
Councillor Donoghue declared a Non-Pecuniary Interest in agenda item 13.

- 5 To agree and sign as a correct record the minutes of the meeting of Kedington Parish Council held on 19 January 2016**
A resolution was put forward by Cllr Wheeler, seconded by Cllr Waite to agree the minutes of the Parish Council meeting held on 19 January 2016 as a true record. There were no other resolutions; unanimously agreed. The Chairman duly signed the minutes.

Close meeting

- 6 Receive Visitor's Reports**
Borough Councillor Richardson said she was very grateful to the Parish Council for their support over the past months. Councillor Richardson told the meeting she remains on the Sustainable Development Working Party and Performance & Audit Scrutiny Committee at St Edmundsbury Borough Council. Councillor Richardson reported letters were being distributed to all households regarding the change to the Brown Bin service. Councillor Rowsell spoke to Cllr Richardson about his concerns regarding the Great Wilsey Park Development in light of the news that another major employer in Haverhill (I.F.F.) had given "Notice" to some of their staff and another (Sanofi) were also looking to cut back on staff. Councillor Richardson replied saying developers will not build houses if there is nothing to "feed" the development; she assured Cllr Rowsell that the Borough Council would be monitoring the situation through their Portfolio Holders, but stated there is a "National Requirement" from government to build houses.

Open meeting

- 7 Clerks' Report**
- White plastic fencing has been erected on the common land at Calford Green.
 - An assessment request has been forwarded to Highways for provision of a pole at Calford Green for the speed indicator device (SID).

- 7.1 Consider further action (on action taken or reports received since last meeting:**
- Clerk requested to write to the homeowners where the fencing has been erected on common land at Calford Green.

MF

8 Finance Committee

- 8.1 Consider any matters arising from minutes of 12 January 2016 meeting:**
None.

- 8.2 Receive draft minutes of meeting held on 09 February 2016:**
As Cllr Wheeler, Chair of Finance Committee was not at the meeting, the Chairman went through highlights of the meeting:
- Budget statements effective 31 January 2016 were received. Financial position as at 31 January 2016 satisfactory with £42,130.16 (58.99%) of the budget spent, leaving a balance of £29,294.84. Additionally £17,571.06 is held in Reserves.
 - Legal Briefing received from National Association of Local Councils updating Councils on the Public Contracts Regulations 2015 and the impact on Standing Orders and Financial Regulations.

- Quotation received for new Notice Board in Silver Street.
- Renewal of yearly contract for keeping moles under control in the Churchyard was agreed. New yearly contract for keeping moles under control along Riverside Walk was also agreed. Both contracts to be put forward to full Parish Council for ratification.
- Molehills reported at Calford Green (near Noticeboard) and on Watermill Field. Agreed that Pest Control Services should be asked to eradicate these and invoice separately to other yearly contracts.
- Thank you letters for grants awarded under Sn 137, LGA 1972, as being of benefit to local people were received from Kedington Action Group; St Peter & St Paul Church, Kedington and Age UK Suffolk.
- Ten payments totalling £3,061.72 for Supplier Payments as at 31 January 2016 approved on 09 February 2016 and cheques signed by Cllr McGuire and Cllr Rowsell.

8.3 Consider purchase of latest edition of the Good Councillor Guide:

Clerk reported the new and revised 2016 edition of the Good councillor Guide was now available to purchase from SALC at a cost of £3.00 each plus vat, plus postage and packing. A resolution was put forward by Cllr Wheeler, seconded by Cllr Donoghue that the Parish Council should purchase 10 copies. There were no other resolutions; unanimously agreed.

8.4 Receive recommendation from Finance Committee to accept quotation for eradication of mole infestation in the Churchyard and Riverside Walk and agree action:

The Chairman read out a quotation from Pest Control Services. With regard to Riverside Walk, Pest Control Services provided a report which confirmed there is a bad infestation of moles on both sides of the river; they reported the same method of trapping would be used, as in the Churchyard last year, but times to set traps would need to be more selective in this location because more people use the area. Pest Control Services said the moles on Riverside Walk can be controlled, but they may take a little longer to trap. A resolution was put forward by Cllr Wheeler, seconded by Cllr Rowsell that the Parish Council should accept Pest Control Services quotation of £600.00 for a one year contract for the eradication of mole infestation in the Churchyard and Riverside Walk. There were no other resolutions; unanimously agreed.

8.5 Receive recommendation from Finance Committee for purchase of new Notice Board for Silver Street and agree action:

The Chairman read out a quotation from Greenbarnes Ltd for a 6 x A4 Landscape 837mm wide x 760mm high lockable Notice Board with header and signwriting at a cost of £667.52 plus vat. The Chairman explained that the design would be the same as the Notice Board on Haverhill Road. Councillor Donoghue queried whether this design would be in keeping with the other Notice/Display boards already on the wall at the village stores. After discussion, a resolution was put forward by Cllr Wheeler, seconded by Cllr Waite that the Clerk should speak to Mr Visana from the village stores to ask which type of Notice Board he would prefer before a decision is made to purchase. There were no other nominations, five votes for and one abstention; resolution carried. A separate resolution was put forward by the Chair, seconded by Cllr Wheeler that if Mr Visana preferred a different type of Notice Board, the Clerk should source another quotation from Greenbarnes Ltd and email councillors with this so they could make a decision. There were no other resolutions; five votes for and one abstention; resolution carried.

MF

9 Receive letter from St Edmundsbury Borough Council regarding brown wheelie bins

The Chairman read out a letter from Cllr David Bowman and Cllr Peter Stevens, respective Cabinet Member Operations for Forest Heath District Council and St Edmundsbury Borough Council. The letter informed that from the end of March 2016, the current brown wheelie bin service for collection of garden waste would cease. A new scheme starting on 04 April 2016 would only see brown bin collection for households who sign up to the new garden waste service costing £40 per year.

Details of the new service are available at www.westsuffolk.gov.uk/gardenwaste. Letters will be sent out by West Suffolk to all households explaining about the scheme and how to sign up.

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| 10 | <p>Review and amend Standing Orders to incorporate recording at meetings</p> <p>Councillor Wheeler addressed the meeting to initiate the amendment of Standing Orders to incorporate the new laws on filming and recording at meetings. Councillor Wheeler reported Jayne Cole from Local Council Public Advisory Service had already provided wording for a new Standing Order to accommodate this subject. The Clerk reported that with changes to Financial Regulations which had recently come into force, she could compare the Parish Council's current Standing Orders with the Model Standing Orders issued by National Association of Local Councils, together with the new Financial Regulations and then amend the Parish Council's Standing Orders to align with these. The topic of filming and recording at meetings could also be included. Councillor Wheeler stated he would help the Clerk with this task.</p> | MF/TW |
| 11 | <p>Environmental / Grounds Maintenance Matters</p> | |
| 11.1 | <p>Strimming Contract 2016:</p> <p>Councillor Wheeler addressed the meeting; he reported at the end of the contract in 2015, the contractor had suggested changing the frequency of cuts during the contract, so that in the early part of the growing season the first three cuts were done at three weekly intervals; the next two cuts at four weekly intervals followed by two cuts at five weekly intervals. Thereafter, one further cut if growing conditions required. Councillor Wheeler also suggested that wild flowers are cut in the areas of the river banks which are strimmed and not left uncut as stated in previous contracts. A resolutions was put forward by the Chair, seconded by Cllr Wheeler that the Parish Council should accept the changes for the Strimming Contract 2016. There were no other resolutions; unanimously agreed. Clerk will source tenders.</p> | MF |
| 11.2 | <p>New trees for Watermill Field:</p> <p>Clerk reported Mr Dellar from RMS Trees had provided information on the types of trees which would be best suited to grow on Watermill Field. It was agreed that three trees should be purchased to plant on Watermill Field and costs charged to Village Amenities budget heading. Chairman requested the information on the different trees be circulated to all Councillors in a Reading Pack. Clerk further reported she had put in an application on behalf of Kedington Parish Council to the Greggs Foundation following their launch of a New Environmental Grant Scheme, which is aimed at improving people's lives by improving their environments. The project for new trees on Watermill Field fell within the criteria for applying for a grant of up to £2,500.00.</p> | MF |
| 11.3 | <p>Any other environmental/grounds maintenance matters:</p> <p>The Chairman read out a letter sent to Kedington Parish Council from the Environment Agency regarding the refurbishment of the river control gates near the weir at the bottom of the Great Meadow. The work to refurbish the river control gates is part of the ongoing refurbishment of structures in the Agency's portfolio. It was agreed that the letter should be copied and passed to the Kedington Community Association for information.</p> | MF |
| 12 | <p>Highway/Footpath/Street Furniture matters</p> | |
| 12.1 | <p>Receive update from Highways re heavy lorries using B1061 through Kedington:</p> <p>Clerk reported an email had been received from Mike Young, Temporary Assistant Area Highways Manager at Suffolk County Council in Bury. The email stated that the B1061 is defined as a local access lorry route. Mr Young pointed out that the photographs of very large lorries on the B1061 through the village did not represent a case for review of lorry routing, as they may be legitimately using the road. Mr Young said he would initiate a lorry count", which would include traffic using Coupals Road to access the B1061.</p> | |

12.2	<p>Any other Highway/Footpath/Street Furniture matters:</p> <p>Clerk requested to write to Highways asking for the road and footpaths in Mill Road (near to the Bloor Homes development) to be brought back to good condition following building work on the development. The road is very uneven and has large potholes due to the heavy volume of builders and supply lorries using it. The footpaths and kerbs have also been damaged by lorries.</p> <p>Clerk reported work to create a path to Risbridge Meadow from the new Bloor Homes development would be carried out by St Edmundsbury Borough Council in the new financial year, with money from s106.</p> <p>Councillor Wheeler reported the new slats on the wooden footbridge in Mill Road had not been installed as promised by Suffolk County Council. Clerk to chase this matter.</p>	MF
	<p>Non-agenda item – guillotine</p> <p>With the time at 9.45 p.m. it was agreed under a resolution put forward by the Chair and seconded by Cllr Rowsell to raise the guillotine for fifteen minutes to allow remaining items on the agenda to be transacted. There were no other resolutions; unanimously agreed.</p>	
13	<p>Any other reports (on-going matters)</p> <div data-bbox="316 853 1262 920" style="border: 1px solid black; padding: 5px;"> <p>At this point Councillor Donoghue declared a Non-Pecuniary Interest and stayed in the meeting to report only.</p> </div> <p>Councillor Donoghue circulated a new budget cost estimate for the new frontage to the Community Centre. Clerk reported Kedington Library IPS have now agreed to a contribution of £4,500 so their building will form part of the new frontage. The Library will also be installing new French Doors where the existing three windows are at the front of the current building; this will mean that the Library will be able to remain open when the work on the new frontage takes place and will not hold up work on the Community Garden. On behalf of Kedington Library IPS, Cllr Donoghue will liaise with a local builder and Hadleigh Glass to get a quotations for this work.</p>	PD
13.1	<p>Great Wilsey Park development (updates if any):</p> <p>No updates to report.</p>	
14	<p>Housing/Planning</p>	
14.1	<p>Applications for discussion at meeting:</p> <p>None.</p>	
14.2	<p>Planning Applications – Observations conveyed by Parish Council:</p> <p>DC/15/2358/VAR – Bloor Homes site, Mill Road, Kedington</p> <p>Planning Application – (i) Erection of 63 dwellings (following demolition of 13 bungalows & Resource Centre; (ii) construction of new access onto Mill Road; (iii) associated public open space, drainage and ancillary works without Compliance with Conditions 2 (approved plans), 3 (external materials) and 9 (boundary treatments) of DC/14/1081/VAR to allow for the previously approved boundary treatments/external materials plan (ref: SU-0002-12-MAS-.03B) to be substituted with a revised plan (ref: SU-0002-12-MAS.03C) and the constructed boundaries of plots 1,3,8,10, 35 & 37 to remain in situ.</p> <p>OBJECT</p> <p>DC/15/2151/OUT – Great Wilsey Park, Wilsey Road, Little Wrattling</p> <p>Outline Application (means of access to be considered) – Residential development of up to 2,500 units (within use classes C2/C3); two primary schools; two local centres including retail, community and employment uses (with use classes A1/A2/A3/A4/A5, B1 and D1/D2; open space; landscaping and associated infrastructure.</p> <p>OBJECT (see notes on file)</p>	

DC/15/2126/HH – 17 Barton Grove, Kedington, CB9 7PT

Householder Planning Application – Two storey rear extension and single storey side extension.

NO OBJECTIONS.

- 14.3 Planning Applications – Decisions received from Borough Council:**
No decisions to report.

- 14.4 Any other housing / planning matters:**
The Limes, Mill Road, Kedington

The Chairman read out a letter from Sarah Rampley, Planning Enforcement Officer at St Edmundsbury Borough Council. The letter confirmed a site visit had taken place and communication with the owners and their Tree Surgeon entered into. Ms Rampley stated the works carried out are considered to be maintenance works and therefore no offence has been found to have taken place.

- 15 Consultations**

Review of St Edmundsbury Borough Council Area Working Parties:

The Chairman read out a letter received from Leader of St Edmundsbury Borough Council, Councillor John Griffiths. The letter informed that Cabinet have agreed to disband the Cabinet Area Working Parties (AWPs) but remains keen to see their positive evolution in the context of the adopted Families and Communities Strategy which promotes locality-based working, and for issues to be investigated through a variety of alternative existing mechanisms.

- 16 Events**

- 16.1 Nominations:**

16.1.1 Public Listening Event, West Suffolk NHS Foundation Trust
03 March 2016, 6.00 – 7.30 p.m., The Apex, Bury St Edmunds.
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 10.00 p.m. The date of the next meeting of Kedington Parish Council will be **Tuesday 15 March 2016** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated