

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 26 JULY 2016
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present:

Cllr Simon McGuire (Chairman)
Cllr Terry Wheeler (Vice-Chairman)
Cllr Heather Carre-Skinner
Cllr Peter Donoghue
Cllr Nathan Loader
Cllr Marion Rushbrook

In attendance:

Ms Marion Farrant – Parish Clerk

Also in attendance: Borough Councillor Karen Richardson; Suffolk County Councillor Tony Brown.

		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 Justin Waite (personal). Councillors unanimously accepted Cllr Waite'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 None.</p>	
4	<p>To agree and sign as a correct record the minutes of the meeting of Kedington Parish Council held on 21 June 2016 A resolution was put forward by Cllr Wheeler, seconded by Cllr Carre-Skinner to agree the minutes of the Parish Council meeting held on 21 June 2016 as a true record. There were no other resolutions; unanimously agreed. The Chairman duly signed the minutes.</p> <p>Close meeting</p>	
5	<p>Receive Visitor's Reports</p> <p>Suffolk County Councillor Tony Brown</p> <ul style="list-style-type: none"> County Councillor Tony Brown reported he had sent a letter to Steve Boor, Manager of Highways in Bury St Edmunds in support of the Parish Council's outstanding issues with highway matters in the village. 	

- County Councillor Brown reported Councils in Norfolk and Suffolk have undertaken a Governance Review to look in depth at the most effective way to deliver economic growth and public sector reform. Councillor Brown stated the Norfolk/Suffolk proposed deal for Devolution was being consulted on from 08 July – 23 August 2016 (www.eastangliadevo.co.uk). He added Councillors in Ipswich have concerns over the issue of a “Mayor” who would have the power to override Councillor’s decisions by means of a “veto caveat”, which could be seen as pushing away from local democracy.
- County Councillor Brown reported St Edmundsbury Borough Council would be putting up more signage regarding dog fouling. If a complainant reports a person to the Borough Council for letting their dog(s) foul and a fine is issued, the complainant could get half of what the fine is, as an incentive to stop this persistent problem.

Borough Councillor Karen Richardson

- Borough Councillor Karen Richardson reported she had spoken to Dave Beighton, Planning Officer regarding the timescale for the delivery of the path around the new Bloor Homes development into Risbridge Meadow. Councillor Richardson said if no acceptable answer was forthcoming she would put in a complaint to Chris Rand, Senior Planning Officer and Alex Wilson Director of St Edmundsbury Borough Council.

The Clerk reported she had already spoken to Simon Collin and Damien Parker from St Edmundsbury Borough Council who had confirmed that, due to the number of projects ongoing at the present time, the path would not be commenced until Spring 2017.

- Councillor Richardson provided booklets on the Norfolk/Suffolk proposed devolution deal to the Parish Council.

Open meeting

6 Clerks’ Report

- Clerk reported she was still experiencing problems in resolving the dispute with British Telecom, who are trying to charge more for the faster broadband service than was actually quoted. She added British Telecom have reduced the cost to £109.39 but the Parish Council’s contract with British Telecom shows the cost as being £33.00 plus vat.
- Clerk reported she had been contacted by PC Iain Layley at Haverhill Police Station in connection with the damage to the parking signs at the front of the Parish Council Office. PC Layley wished to know if the Parish Council wanted to take action against the youth who admitted causing the damage.
- Clerk reported she would be having a hip replacement on 8th August 2016 and not likely to be returning to work until late October 2016.

MF

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

- Councillors agreed that they wished some form of action to be taken by the Police regarding the damaged parking signs. Clerk was asked to liaise with PC Layley.

7 Finance Committee

7.1 Consider any matters arising from minutes of 14 June 2016 meeting: None.

7.2	<p>Receive draft minutes of 12 July 2016 meeting: Councillor Wheeler, Chairman of Finance Committee reported there was no meeting held on 12 July 2016 as only one member able to attend.</p>	
7.3	<p>Receive Internal Auditor's Report for year ending 31 March 2016: Councillors received the Internal Auditor's Report for year ending 31 March 2016. There were no issues arising and the Auditor commended the Clerk for maintaining a high standard of documentation and excellent presentation of the Council's documents for the audit. The Internal Auditor's report is attached to these minutes as Annex 1. Clerk confirmed the Annual Return for year ending 31 March 2016 has been sent to external auditors, BDO LLP.</p>	Annex 1
7.4	<p>Ratify payments made as at 30 June 2016: Budget statements effective 30 June 2016 are satisfactory with £16,921.77 (23.81%) of the budget spent leaving a balance of £54,138.23. Additionally, £45,130.29 is held in reserves. Councillors examined financial statements for 30 June 2016 and payments were ratified under a resolution put forward by Cllr Wheeler and seconded by the Chair. There were no other resolutions; unanimously agreed.</p>	Annex 2
7.5	<p>Agree bank transfer of £5,000 from deposit account to current account: A bank transfer of £5,000 from Bank of Ireland deposit account to Nat West plc current account was agreed under a resolution put forward by Cllr Wheeler and seconded by Cllr Carre-Skinner. There were no other resolutions; unanimously agreed.</p>	
7.6	<p>Agree Petty Cash imprest of £50.00 A Petty Cash imprest of £50.00 was agreed under a resolution put forward by Cllr Wheeler and seconded by Cllr Loader. There were no other resolutions; unanimously agreed.</p>	
8	<p>Receive tenders for new play equipment and agree supplier(s) Councillor Wheeler reported that both he and the Clerk have had meetings with representatives from five different play equipment companies, the names of which were supplied from the Borough Council. All the representatives were very professional and gave varied and new information and ideas to consider. Each company was informed that the Parish Council did not want equipment made of wood as it was important to keep maintenance as low as possible. Most of the representatives were of the opinion that the climbing rock is a very expensive piece of equipment and limited to the most able and "daring" type of child. The Parish Council was also informed that Eco resin bonded safety surfacing around some of the equipment would be far more cost effective than "wet pour". Eco resin bonded surfacing is more cost effective and does not shrink or have to have a solid foundation first or concrete edging. The only piece of equipment that will require "wet pour" is around the disabled roundabout. All manufacturers comply with the current BS Standards and provide necessary certification after completion. Companies were asked to quote on the following:</p> <p>Cableway/zip-wire Climbing frame suitable for all ages Basket swing (suitable for disabled child) Supernova (type of roundabout) Swirl roundabout (suitable for disabled children) Three new springers Spica Galaxy Saturn Carousel Grass matting Eco resin bonded safety surfacing Gym Equipment (Skier/Cross Trainer; Cycle Bike; Rower and Chest Press/Pull Down Combo</p>	

Gym equipment will be installed in Silver Street Park and all other play equipment on Old School Field.

Councillor Wheeler put forward a resolution, seconded by the Chair, that as the drawings were very large and could not easily be passed around, tenders should be considered at a separate meeting where the drawings could be laid out and a decision made as to which company(s) be awarded the contract. There were no other resolutions, unanimously agreed. A meeting date was agreed for Tuesday 2nd August 2016.

9 Proposed development of North East Haverhill and Community Governance Review (update)

Councillor Loader addressed the meeting. He reported a letter had been sent from the Parish Council to Democratic Services at St Edmundsbury Borough Council complaining about the position the Borough Council were adopting in regard to the Community Governance Review and the fact there was no justification of their position. Councillor Loader stated he attended the meeting on 28 June 2016 of full Cabinet and spoke during the three minute slot allowed. He said his questions were answered on behalf of Cabinet by Cllr Griffiths, Leader of St Edmundsbury Borough Council. Borough Councillors gave their views but there was no real debate about the Parish Council's proposal for the Country Park being left in the Parish of Kedington before Cllr Burns proposal and subsequent vote that the Country Park should remain within the Haverhill boundary. No acknowledgement was given to the views of the Planning Inspectorate about the Country Park not being housing land or land for employment. Councillor Loader stated there was no opportunity for Kedington to object or give counter proposals, which really equals "no democracy".

Close meeting

Borough Councillor Karen Richardson stated the recommendation of Cabinet has to go to the Boundary Commission for a final decision.

Open meeting

Councillor Wheeler said the Parish Council should contact Haverhill Town Council regarding the matter of the Country Park.

MF

10 S106 monies

Clerk reported she had been in contact with the s106 Officer at St Edmundsbury Borough Council who has confirmed the Parish Council have the following money at their disposal:

Planning Application SE/13/0196 - £185,840.92

Planning Application SE/13/0877 - £1,703.55

Planning Application DC/13/0850 - £4,992.97

This give a total of £192,537.44. However, approximately £55,000.00 of this money has been set aside for the new pathway around the Bloor Development to Risbridge Meadow. The amount remaining for Leisure and Recreational opportunities is £137,537.44.

11 Environmental / Grounds Maintenance Matters

11.1 Common Land at Calford Green:

Clerk reported a meeting had taken place with the resident from Calford Green, the Parish Clerk and Jayne Cole from Local Council Public Advisory Service. The resident said he had downloaded some documents on Common Land from the www.gov.uk website and stated he could erect a temporary fence should he so wish. Ms Cole explained that the Law did not allow for the fence and he seemed to have misinterpreted the wording on the document. It was agreed that Ms Cole would contact the Borough Council as it appeared, from documents made available to her by the Parish Council that the Common Land was subject to local By-Laws imposed by them.

At this point, Councillor Loader, declared a Non-Prejudicial interest in agenda item 11.2.

11.2 Protection of Horse Chestnut Tree near Library:

The Chairman read out an e-mail from the Chairman of the Kedington Community Association regarding the root protection area for the Horse Chestnut Tree near the Library which is the subject of a Tree Protection Order. The e-mail stated the KCA would be prepared to pay half the cost of a root protection area, which in total is £1,452.00. The Chairman stated he would be more in favour of vehicles being routed around a different traffic system, rather than under the tree, when large events are being held. Clerk reported she had already spoke to the Chair of the KCA about this, but due to Health & Safety reasons a different traffic system would not be possible. The Clerk added that the cost for the root protection area could be taken from s106 money as the area was for leisure and recreation. A resolution was put forward by Cllr Carre-Skinner, seconded by Cllr Rushbrook that the cost should be borne from s106 money. There were no other resolutions, unanimously agreed.

11.3 Any other environmental/grounds maintenance matters:

The Chairman read out a letter from the Environment Agency regarding Notice of Intended Entry onto Land for floating gate repairs at the weir adjacent to the Great Meadow.

The Chairman read out a letter from Dedham Vale regarding a Scattered Orchard Project. The letter requested a suitable location which is publically accessible in each Parish for the planting of local fruit tree species. Stour Valley Volunteers will help survey the sites and the Countryside Officer from Dedham Vale would oversee the project. Councillors agreed that the Parish Council did not have any suitable land where the project could be carried out.

Other matters reported:

Councillor Wheeler reported the tree root was lifting up the footpath again in Silver Street Park. Clerk to report.

MF

12 Highway/Footpath/Street Furniture matters

12.1 Discuss and agree provision for new dog bin for Rosebrook Estate:

Councillors discussed the provision of a dog bin for the new estate. The Chairman stated location for a new dog bin would be difficult due to the way the estate is laid out. Councillors acknowledged that there were already dog bins at the entrance to Risbridge Meadow and on Watermill Field. It was agreed to send a letter to the Management Company for the estate to see if they would provide a dog bin and arrange for installation.

MF

12.2 Receive quotations for materials to repair Youth Shelter roof:

Councillor Donoghue had sourced three quotations and informed the meeting it would be beneficial to have corrugated metal sheeting over the felt to prevent vandalism. Quotations for supply of metal, fixings and delivery were as follows:

Quotation 1 – M D Anthony

£760 plus vat

Quotation 2 – Rollaclad Limited

£535.50 plus vat

Quotation 3 – Accord Steel Cladding Ltd

£529.64 plus vat

The Chairman and Cllr Donoghue have got exact measurements for materials. Some timber will need to be purchased for fixing. Councillor Wheeler has a tower that can be used when work is carried out and he and the Chairman have offered to carry out the work. It was agreed that the metal should be in a dark green colour and that the underside of the roof should be treated if necessary

	when the work is carried out. Kedington Community Association to be informed when work is to be carried out.	
	A resolution was put forward by the Chairman, seconded by Cllr Loader that materials should be sourced from Accord Steel Cladding Ltd. There were no other resolutions; unanimously agreed.	
12.3	Any other Highway/Footpath/Street Furniture matters: Clerk requested to report to Highways the poor condition of the footpath at the front of Westward Deals leading up from the crossing.	MF
	Clerk requested to contact Highways to inform that the pampas grass at the side of 1 Railway Terrace, Kings Hill is encroaching onto the Highway.	MF
	Non agenda item – guillotine With the time at 9.45 p.m. it was agreed under a resolution put forward by the Donoghue, seconded by Cllr Rushbrook to raise the guillotine for fifteen minutes to allow remaining items on the agenda to be transacted. There were no other resolutions; unanimously agreed.	
13	Consultations	
13.1	St Edmundsbury Borough Council Community Governance Review: Covered in agenda item 9 at this meeting.	
14	Any other reports (on-going matters)	
14.1	KCA Report: None.	
15	Housing/Planning	
15.1	Applications for discussion at meeting: 15.1.1 Outline Planning Application for North East Haverhill: Planning Application has not yet gone to Development Control and the next meeting is scheduled for September 2016. Councillor Loader reported no new information has been made available.	
15.2	Planning Applications – Observations conveyed by Parish Council: DC/16/1309/TPO – 39 St Pauls Drive, Kedington, CB9 7HS TPO/551(2014) 4 - Tree Preservation Order – 1 no Purple Cherry (T16 on plan, within area G1 on order) fell. NO OBJECTIONS DC/16/0952/HH – 1 Railway Terrace, Kings Hill, Kedington, CB9 7NE Householder Planning Application – open roof canopies to side access of dwelling. OBJECT	
15.3	Planning Applications – Decisions received from Borough Council: DC/16/0952/HH – 1 Railway Terrace, Kings Hill, Kedington, CB9 7NE Householder Planning Application – open roof canopies to side access of dwelling. GRANTED Clerk requested to write to Planning Department to see on what grounds this application was approved given objections put in by the Parish Council.	

- 15.4 Any other housing / planning matters:**
The Chairman reported a temporary garage structure has been erected on land in Arms Lane. Clerk requested to write to Planning Enforcement to see if planning permission was needed.
- 16 Events**
- 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 10.05 p.m.

The date of the next meeting of Kedington Parish Council will be **Tuesday 25 October 2016** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated