

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 20 DECEMBER 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
Cllr Justin Waite

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: Mr Martin Nelder (Parishioner).

ACTION

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

Mr Nelder expressed an interest in agenda item 14.1.

Open meeting

14.1 Agenda item 14.1 brought forward with Councillor's permission.

Close meeting

Mr Nelder addressed the meeting stating he wished to discuss a Planning Application for his property at 24 Barton Grove, Kedington. Mr Nelder provided revised plans for the two storey side/rear extension, as previous plans had provided neighbours and other properties in Barton Grove with concerns. The Planning Application has been amended twice, the first time setting the extension back from the front elevation and the second time to reduce the length of the extension by 1.8 metres; new application provides for four parking spaces at the property. Councillors closely examined the amended plans and conceded they had no objections providing the concerns of the immediate neighbour were addressed satisfactorily. The Planning Application will go before the Development Control Committee at St Edmundsbury Borough Council on 11 January 2017.

2 Welcome and apologies

The Chairman welcomed all present. Apologies for absence were received from Suffolk County Councillor Tony Brown and St Edmundsbury Borough Councillor Karen Richardson (Borough Council meeting).

3 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.

4 To agree and sign as a correct record the minutes of the meeting of Kedington Parish Council held on 22 November 2016

Councillor Wheeler requested agenda item 11.1, Quotation 1, needed the word “green oak” removing. A resolution was put forward by Cllr Waite, seconded by Cllr Wheeler to accept the change and agree the minutes of the Parish Council meeting held on 22 November 2016 as a true record. There were no other resolutions; unanimously agreed. The Chairman duly signed the minutes.

5 Receive Visitor’s Reports

In the absence of St Edmundsbury Borough Councillor Karen Richardson the Clerk read out a report received via email on her behalf:

- After receiving complaints from neighbouring properties, Councillor Richardson has asked for the Planning Application for 24 Barton Grove to be called in to Development Control Committee.
- Councillor Richardson has given £500 from her Locality Budget towards the cost of the new flooring for the lobby at the Community Centre.

In the absence of Suffolk County Councillor Tony Brown, the Clerk gave a report on his behalf.

- Outstanding Highways issues for Kedington – Councillor Brown will request a meeting in the New Year with the Parish Clerk and Amanda Mays from Highways
- Proposed development at North East Haverhill – Councillor Brown reported that the developers (Bidwells) were becoming increasingly frustrated with the speed of Suffolk County Council’s response to the Great Wilsey plans. The Developers were hoping to have the outline plans in front of Development Control Committee in July 2016, but it now looks like it could be early in 2017, but with no guarantee as Suffolk County Council have still not finalised their response. Councillor Brown reported there will not now be a turning and traffic lights to the new development opposite Gannet Close as was originally planned, but a turning off of the existing roundabout in Chalkstone Way into the new development. A filter lane (into Wratting Road) and traffic lights will also be installed to ease congestion on the Chalkstone Way/Wratting junction. Councillor Brown reported that once work started on the new development, it was likely that only 50 – 100 houses per year would be built depending on the economic climate and restrictions concerning delivery time scales for the NW relief road. Plans have also been amended to extend the tree buffer between Haverhill and Kedington.
- County Councillor Brown asked for his thanks to be passed on to the Chairman and Councillors for all their hard work, stating it was a pleasure to work with everyone on the Council.

6 Clerks’ Report

Clerk reported that Government have announced they will not be applying a cap to Parish and Town Councils precepts for the financial year 2017/2018.

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

None.

7 Finance Committee

7.1 Receive draft minutes of 13 December 2016 meeting:

Councillor Wheeler (Chair of Finance Committee) went through highlights of the meeting:

	<ul style="list-style-type: none"> ▪ The financial position at 30 November 2016 is satisfactory with £39,540.86 (55.65%) of the budget spent, leaving a balance of £31,519.14. Additionally, £45,130.29 is held in Reserves ▪ Clerk reported that when checking the budget statements there had been two separate amounts in June 2016 mis-posted under the wrong budget headings. Accountant will be asked to rectify this. ▪ Budget statements effective June, July, August, September and October 2016 were ratified. ▪ Salary budget reviewed for 2017/2018 precept figures. Agreed that the Clerk should receive the NJC 1% pay rise from April 2017 and be given an increase of five hours per month, bringing monthly hours to 85. ▪ Tree survey/report to be carried out on all trees maintained by the Parish Council. It was agreed that the Clerk should ask Kedington Community Association how often they carry out a tree survey for trees on the Great Meadow. ▪ New oak post for Village Sign has been collected and will be installed in January 2017, subject to weather conditions. ▪ Letter received from Wicksteed Leisure Ltd regarding the new cableway on Old School Field and the correct fitting of the tyre stop assemblies. Kompan who installed the cableway have agreed to check this. ▪ Kompan asked if they manufactured an addition to the Explorer Dome to provide a climbing wall with proper hand and foot grips. Kompan do not manufacture this and an alternative piece of equipment suggested by them was not considered satisfactory. ▪ Clerk will liaise with RoSPA about specific wording for signs for Old School Field. ▪ Thank you letter received from Haverhill & District Twin Towns Association for a grant of £100 awarded to them under Sn 137, LGA 1972 as being of benefit to local people. ▪ Nine payments totalling £7,610.12 for Supplier Payments as at 30 November 2016 plus one bank transfer of £5,000.00 and one petty cash cheque for £100.00 ratified on 13 December 2016 and cheques signed by the Chairman, Cllr Wheeler and Cllr McGuire. 	MF
7.2	<p>Discuss and approve Finance Committee recommendation for budget/precept for financial year 2017/2018:</p> <p>The budget sheets were distributed. It was agreed that the heading for salaries should be amended by £305 (up to £17,600). A resolution was put forward by Cllr Waite, seconded by Cllr Carre-Skinner that the precept application of £71,761.00 for Kedington Parish Council for the financial year 2017/2018 be sent to St Edmundsbury Borough Council. There were no other resolutions; unanimously agreed.</p>	Annex 1 Annex 2
8	New Play Equipment	
8.1	<p>Receive letter from Parishioner:</p> <p>The Chairman read out a letter received from a Parishioner thanking the Parish Council for the efforts they made refurbishing Old School Field with new play equipment.</p> <p>Clerk reported the quotation for the new junior goals had still not been received and she will chase this up.</p> <p>Clerk reported that some of the s106 money to pay for the new play equipment had been received from St Edmundsbury Borough Council. The money received does not include the vat payable, so this has to be paid by the Parish Council and claimed back from H M Revenue & Customs in the normal way. The vat on the new equipment amounts to approximately £20,000; the Clerk stated that, although legislation does not allow the Borough Council to pay the vat from s106 monies, Parish Councils should be informed of this in order that they can ensure they have enough funds available to pay the vat in the first instance. Councillor Wheeler suggested the Parish Council should write to SALC and LCPAS to inform them about this.</p>	MF MF

	Clerk informed the meeting that she would be writing to Parks and Leisure Department at St Edmundsbury regarding a payment from the s106 for ongoing maintenance of the play equipment. It was suggested that the Clerk contact Wicksteed Leisure Ltd and Kompan to see if they could recommend what amount should be set aside for ongoing maintenance.	MF
9	Receive meeting dates for 2017 A list of meeting dates for 2017 was distributed to all Councillors and will be placed on all Notice Boards within the Parish.	
10	Environmental / Grounds Maintenance Matters	
10.1	Any other environmental/grounds maintenance matters: Councillor Loader asked if the Clerk could find out who is responsible for the area at the top of Church Walk; he reported there are a number of potholes which cause hazards for those using the school. Councillor Loader also requested the Parish Council should investigate the possibility of a new street light being installed in this area as it is very dark and dangerous for those accessing the school and Ketton Early Birds. Clerk will look into this.	MF
11	Highway/Footpath/Street Furniture matters	
11.1	Any other Highway/Footpath/Street Furniture matters: The Chairman asked the Clerk if she could chase up the hole in the footpath on the B1061 Sturmer Road, as the hole was getting larger and more dangerous. Clerk stated faulty street light outside Kedington House in Sturmer Road had been reported. Clerk further reported she had been informed that G39 issues and repairs to street lights would be carried out by Suffolk County Council's own approved team from the end of January 2017, instead of UK Power Networks	MF
12.	Consultations None.	
13	Any other reports (on-going matters) Clerk reported the Parish Council had received no reply to the letter sent to Portfolio Holder, Councillor Alaric Pugh at St Edmundsbury Borough Council regarding the "sustainable growth of Haverhill" in relation to the proposed north east development of Haverhill. Clerk requested to send a reminder to Councillor Pugh with another copy of the letter. Clerk confirmed Councillor Pugh had provided a "read receipt" for the first letter as this was sent via email. Clerk reported the Parish Council had received no reply to the letter sent to the Boundary Commission regarding St Edmundsbury Borough Council's Community Governance Review. A copy of this letter was received by St Edmundsbury Borough Council, outlining the Parish Council's views on the way the review was conducted, but no reply received. Clerk was requested to write to the Chief Executive and Leader of St Edmundsbury Borough Council and MP Matthew Hancock in relation to these matters and the lack of response to letters sent. Clerk reported an email had been received from the Elections Manager at St Edmundsbury Borough Council confirming that the Local Government Boundary Commission has agreed to make the consequential changes to Borough Council wards and County Council divisions resulting from the Borough Council's Community Governance Review in 2015/2016. Clerk will forward the email to all Councillors.	MF MF
14	Housing/Planning	
14.1	Applications for discussion at meeting: DC/16/2344/HH – 24 Barton Grove, Kedington Householder Planning Application re-consultation – Two storey side/rear extension – agenda item moved to start of meeting.	

DC/16/2387/HH – Head Masters Cottage, School Road, Kedington

Householder Planning Application revised plans – Single storey side and rear extension (following the removal of existing conservatory) as amended by plans received on 24 November 2016 reducing the scale. Councillors discussed this application but at the time of the meeting no revised plans had been received and the Parish Council had been informed (via email) by the Planning Officer that they would only have five days to comment on the revised drawings as the application would be going to Development Control Committee for determination on 28 December 2016. Councillor Loader was requested to formulate a response to Development Control Committee on behalf of the Parish Council.

NL

TPO 275 (1999) – 23 St Pauls Drive, Kedington,

Tree Preservation Order – 1 No Poplar Tree (T4 on plan, T9 on order) Fell Councillors discussed this application; it was reported that the applicant had put in a previous application in September 2016 to fell a Poplar Tree (T1 on plan, T9 on order) and this had been refused by the Borough Council. Councillors were concerned that many of the trees on the new development at Rose Brook had TPO's and should be preserved where possible. Unanimous objection.

14.2 Planning Applications – Observations conveyed by Parish Council:

DC/16/2387/HH – Head Masters Cottage, School Road, Kedington

Householder Planning Application – Proposed two storey side and rear extension (following removal of existing conservatory).

OBJECT

14.3 Planning Applications – Decisions received from Borough Council:

DC/16/2388/HH - 32 School Road, Kedington, CB9 7NG

Householder Planning Application – First floor extension

WITHDRAWN / ABANDONED BY APPLICANT

14.4 Any other housing / planning matters:

None.

15 Events

15.1 Nominations:

St Edmundsbury Parish and Town Forum (event centred on planning)

31 January 2017, 6.00 – 8.00 p.m., Barrow Village Hall

Councillor Loader and Clerk to attend.

15.2 Councillor absences (update):

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

16 Any new matters (for discussion only)

Report from Haverhill Town Forum meeting to be given by Cllr Loader at next Parish Council meeting.

Traffic Light System for keeping ongoing matters current.

The meeting closed at 9.04 p.m.

The date of the next meeting of Kedington Parish Council will be **Tuesday, 17 January 2017** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated