

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 21 NOVEMBER 2017
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present: Cllr Terry Wheeler (Chairman)
Cllr Joe Harrison (Vice-Chairman)
Cllr Heather Carre-Skinner
Cllr Peter Donoghue
Cllr Ian Evans
Cllr Nathan Loader
Cllr Simon McGuire
Cllr Justin Waite

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: *St Edmundsbury Borough Councillor Karen Richardson, Mr M Surridge, Mrs B Surridge (Parishioners).*

ACTION

- 1 Parishioners Question Time and to acknowledge agenda items of interest to members of the public present (extra time allowed to cover items raised)**
None.

Open meeting

- 2 Welcome and apologies**
The Chairman welcomed all present. Apologies for absence were received from Councillor Marion Rushbrook (personal); Suffolk County Councillor David Roach (Haverhill Town Council meeting). Members unanimously agreed Councillor Rushbrook's apologies.

- 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**
Councillor Evans declared a Non-Pecuniary Interest in agenda item 10.

- 4 To agree and sign as a correct record the minutes of the meeting of Kedington Parish Council held on 17 October 2017**
A resolution was put forward by Cllr Donoghue, seconded by Cllr Harrison to agree the minutes of the meeting of Kedington Parish Council held on 17 October 2017 as a true record. There were no other resolutions; unanimously agreed. The Chairman duly signed the minutes.

Close meeting

- 5 Receive Visitor's Reports**
St Edmundsbury Borough Councillor Karen Richardson reported she had used her Locality Budget for three applications this year so far. Councillor

Richardson said she would be happy to receive an application for funding from her Locality Budget for the proposed new skate-park.

Open meeting

6 Receive 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:

None.

7 Finance Committee

7.1 Receive draft minutes of Finance Committee meeting held on 14 November 2017:

The Chairman went through highlights of the meeting.

- Minutes of the meeting held on 10 October 2017 agreed as a true record.
- Financial position at 31 October 2017 satisfactory with £36,550.80 of the budget spent (50.87%), leaving a balance of £35,210.20. Additionally £52,094.27 is held in Reserves.
- A briefing paper regarding the new General Data Protection Regulations has been received informing Councils that neither the Clerk nor a Parish Councillor can take on the role of Data Protection Officer and an independent person or company will need to be appointed.
- Budget/Precept Meeting to set the budget for 2018/19 was held on 07 November 2017. All Councillors signed a Declaration in accordance with s106 of the Local Government Finance Act 1992 before the meeting commenced to state they were not in arrears with Council Tax.
- New signatories confirmed by Nat West Bank plc.
- Payment of £2,028.93 for VAT repayment received from H M Revenue and Customs.
- Oak posts for grassed area around The Limes in Mill Road were not installed as planned as the contractor was concerned the posts would be too short after being concreted into the ground. New posts were ordered and will be ratified at Parish Council meeting.
- It was agreed, as in previous years. M D Landscapes (Anglia) Ltd will be asked to clear the river banks.
- Junior goals on Old School Playing Field have been re-positioned.
- Grant of £450.00 awarded to Kedington United Football Club under Sn 137, LGA 1972, as being of benefit to local people.
- Two cheque payments to RMS Trees, one for £165.00 and another for £150.00 were ratified.
- Twelve payments totalling £5,249.27 for Supplier Payments as at 31 October 2017 were approved on 14 November 2017 and cheques signed by Cllr Wheeler and Cllr McGuire.

Councillor Carre-Skinner said she would try and seek an independent consultant with regard to the General Data Protection Regulations.

HCS

7.2 Receive and discuss proposed budget/precept for 2018/2019:

All Councillors not at the budget/precept meeting on 07 November 2017 signed a Declaration in accordance with s106 of the Local Government Finance Act 1992 to state they were not in arrears with Council Tax. Budget sheets were distributed to all Councillors. An amendment was made to the budget to bring in a new budget heading for General Data Protection Regulations 2018 and £2,200.00 was put in this budget heading, in light of the new information received regarding Data Protection Officers. The total budget/precept figure for 2018/19 was £76,881.00, an increase of £5,120.00 on last year (6.66%).

The Chairman put forward a resolution, which was seconded by Cllr Donoghue to agree the budget in principle. With the Chairman's permission, the Clerk recommended the Parish Council should not vote to adopt the budget at this stage because (as at 20 November 2017) the Department of Communities and Local Government had still not decided whether referendum principles will be imposed on Town and Parish Council and also until Government make it clear regarding who should take on the Data Protection Officer role within local Councils. The precept application does not have to be with St Edmundsbury Borough Council until 26 January 2018 so there is two months left for the Parish Council to agree its final budget/precept application. The Chair and Councillors were in agreement with the Clerk's recommendation.

7.3 Ratify payment for new oak posts:

A resolution was put forward by Cllr Carre-Skinner and seconded by Cllr Waite that the purchase of longer oak posts from Whippletree Ltd at a cost of £831.60 (including vat) be ratified. There were no other resolutions; unanimously agreed.

7.4 Ratify bank transfer from deposit account to current account:

A bank transfer of £5,000.00 from Bank of Ireland deposit account to Nat West Bank plc current account was ratified under a resolution put forward by the Chair and seconded by Cllr Evans. There were no other resolutions; unanimously agreed.

8 Motion to endorse SALC's response to 2018/19 Local Government Finance Settlement; Technical Consultation

Suffolk Association of Local Councils have responded on behalf of local councils to the 2018/19 Local Government Finance Settlement: Technical Consultation. A copy of SALC's letter had been emailed to all Councillors prior to the meeting. A resolution was put forward by Cllr Evans and seconded by Cllr Waite that Kedington Parish Council endorsed SALC's response to the Technical Consultation. There were no other resolutions; unanimously agreed.

9 Agree whether Kedington Parish Council should hold a social gathering after December 2017 KPC meeting and agree budget (s176 (1) (b) LGA 1972)

A resolution was put forward by Cllr Carre-Skinner, seconded by Cllr Harrison that the Parish Council should hold a social gathering after the December 2017 meeting and that the meeting should finish at 9.00 p.m. prompt. The budget for the social gathering should be £150.00. There were no other resolutions; unanimously agreed. Clerk will do invitations to contractors, etc.

MF

10 Calford Green issues

Councillor Evans addressed the meeting and asked whether the letter (which was agreed at a previous meeting) regarding cutting of the green had been sent out. Councillor Evans said this issue was last addressed about 20 years ago. The Clerk said she was planning to send the letter out after Christmas.

Councillor Evans circulated two maps which showed the boundary of Calford Green; he reported to the meeting that when new people have moved in around the green they do not know where the boundary is and incursions have occurred from at least two properties. Councillor Evans asked if the Parish Council could write to the residents involved to make it clear where the boundary of the green is.

Close meeting

Mrs Surridge addressed the meeting and stated in 2002 she had been in contact with various legal people from the County Council about the boundary of the green. The maps produced are not the same as the footprint on the

	ground. There was discussion among Councillors and Mrs Surridge regarding some historic paperwork, which the Clerk said she would look in the files for (letter from 1991). Mr & Mrs Surridge agreed they would put together some information appertaining to Calford Green for the Parish Council and the Chairman requested this matter is looked at again at the January 2018 Parish Council meeting. Councillor Evans thanked Mr & Mrs Surridge for their help.	MF
	Open meeting	
11	Play Equipment	
11.1	Receive Play Equipment Inspection Report and agree action: Play Equipment Inspection Report was received. All defects were noted as very low or low risk and are in hand for repair. The Chairman read out some testimonies on work carried out by Playmaintain Ltd. Clerk was requested to seek the life expectancy for EDPM wetpour before an order is placed for the re-surfacing of the basketball area.	MF
11.2	Proposed new skate-park (update): The Chairman reported that another informal meeting with the young people, their parents and residents from the Rosebrook Estate was due to take place on 20 th November 2017 but unfortunately no-one attended. Councillor Harrison reported that some of the residents of Rosebrook Estate who are business people have told him they will help to fund the project. Clerk was requested to ask the Principal Planning Officer at St Edmundsbury Borough Council is the estate had been "adopted".	MF
12	Environmental / Grounds Maintenance Matters	
12.1	Any other environmental/grounds maintenance matters: None.	
13	Highway/Footpath/Street Furniture matters	
13.1	Any other Highways/Footpath/Street Furniture matters: Clerk reported an email had been received from the Senior Infrastructure Officer for Passenger Transport at Suffolk County Council. The email stated the new bus stop pole required to move the bus stop from the corner of School Road to further up Mill Road has been ordered. The email also included costs for the new bus shelter for Westward Deals; solar lighting would also be included in this shelter. Councillors agreed the new shelter should be of glass construction to aid visibility for drivers exiting Westward Deals. Clerk will inform the Senior Infrastructure Officer is in favour of both schemes. Councillor Evans asked when the new VAS signs would be deployed in Calford Green. Clerk reported the brackets for the poles had now arrived and the VAS sign would be deployed when it is scheduled to be taken from its current location. Councillor Loader said he was concerned about the three reflective posts proposed to be sited by Highways outside the wall of the Old Dairy in White Horse Road (KPC 123.05, agenda item 12.1), stating there would possibly be a problem with vehicles parking by the side of the posts, which would then potentially cause a problem with the flint wall of the property opposite being hit.	MF
14	Any other reports (on-going matters) Clerk reported she had attended the Kedington Community Association AGM on 13 November 2017. The Chairman and Vice-Chair have stood down and the meeting were unable to elect a Chairman as there was no one willing to take on this role. Mrs Tyler said she would step in and Chair meetings until a new	Annex 2

Chairman could be found. The Centre Manager role was split between four people who would all be responsible for the day to day running of the Community Centre. The Clerk read out a proposed Change to Rule 10 and Rule 10(a) of the Community Council Constitution, which is attached to these minutes as Annex 2. As Custodian Trustees of the Community Association, the Parish Council have to agree the changes. A resolution was put forward by Cllr Carre-Skinner, seconded by Cllr Waite that the proposed changes to Rule 10 and 10(a) be agreed by the Parish Council. There were no other resolutions; unanimously agreed.

15 Housing/Planning

15.1 Applications for discussion at meeting:

15.1.1 DC/15/2151/OUT Great Wilsey Park – Outline Planning Application

Plans show an amendment to the roundabout on Chalkstone Way as a means of access to the site. Councillors reiterated their concerns that any changes to the plans will not stop traffic using the B1061 through Kedington.

15.2 Planning Applications – Observations conveyed by Parish Council:

DC/17/2197/HH - Tripletye, Mill Road, Kedington

Householder Planning Application – Single storey rear extension.

NO OBJECTIONS

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:

17.1.1 Local Community Heroes Evening (hosted by the Scout groups), Wednesday 29th November 2017, 6.45 p.m., Kedington Community Centre.

Clerk nominated to attend.

17.1.2 Haverhill Civic Carol Service, Wednesday 6th December 2017, 7.00 p.m., St Marys Church, Haverhill.

No uptake.

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 9.37 p.m.

The date of the next meeting of Kedington Parish Council will be on **Tuesday, 19 December 2017** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated