

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 15 JANUARY 2019
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present: Cllr Terry Wheeler (Chairman)
Cllr Heather Carre-Skinner
Cllr Peter Donoghue
Cllr Ian Evans
Cllr Simon McGuire
Cllr Marion Rushbrook
Cllr Justin Waite

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: Five Parishioners present.

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| 1 | <p>Parishioners Question Time and to acknowledge agenda items of interest to members of the public present (extra time allowed to cover items raised)</p> <p>Three Parishioners expressed an interest in agenda item 10.2. Two Parishioners expressed an interest in agenda item 4.</p> <p>Open meeting</p> | |
| 2 | <p>Welcome and apologies</p> <p>The Chairman welcomed all present. Apologies for absence were received from St Edmundsbury Borough Councillor Karen Richardson (attending meeting at St Edmundsbury Borough Council) and Suffolk County Councillor David Roach (attending meeting at St Edmundsbury Borough Council). Late apologies were received after the meeting from Councillor Nathan Loader.</p> | |
| 3 | <p>To receive members' declarations of Disclosable Pecuniary Interests and Local Non-Pecuniary Interests in accordance with the Suffolk Code of Conduct (and section 106 of the LGFA 1992) and receive any applications for dispensations on agenda items</p> <p>Councillor McGuire declared a Non-Pecuniary Interest in agenda item 14.1.1.</p> <p>Close meeting</p> | |
| 4 | <p>Co-option of new Parish Councillor</p> <p>Two candidates were present for this item, both of whom lived in Kedington and confirmed they fulfilled the criteria to become a Parish Councillor if co-opted. Both candidates gave a presentation to the meeting as to their background and why they wished to become a Parish Councillor. Following each presentation, candidates were asked questions by the Chairman and Councillors, before being asked to leave the meeting so a decision could be made. The three other members of the public present also decided to leave the meeting while Councillors had discussions to choose a candidate. Councillors agreed that</p> | |

both candidates were very suitable, but there was only one vacancy to fill at the present time. A vote was taken and by 4 votes to 2 with one abstention, Mr Andrew Quick was the successful candidate. Both candidates and members of the public re-joined the meeting and Mr Quick signed the Declaration of Acceptance of Office form. The Chairman explained to the other candidate that there were local elections being held on 02 May 2019 whereby they could complete the Nomination Paper to seek election to the Parish Council. The Chairman explained that Kedington Parish Council has a complement of nine Councillors so if more Nomination Papers than nine were received by West Suffolk Council, a contested election would be held.

Open meeting

5 To agree and sign as a correct record the minutes of the Meeting of Kedington Parish Council held on 18 December 2018

A resolution was put forward by Cllr Waite, seconded by Cllr Carre-Skinner that the minutes of the meeting of Kedington Parish Council held on 18 December 2018 be agreed as a true record. There were no other resolutions; unanimously agreed. The Chairman duly signed the minutes.

6 Receive Visitor's Reports

There were no Visitor's Reports.

With Councillors permission, the Chairman brought forward agenda item 10.2.

Close meeting

10.2 Skate ramp update:

Clerk reported that H A Acoustics had completed 50% of the acoustic noise assessment on the skate ramp today (15 January 2019) and would be returning (weather permitting) on Saturday 26 January 2019 to complete the assessment. During the assessment, background noise measurements had been taken and also the noise radiated through the ramps. One Parishioner present said the main problem with the ramp seems to be scooter use as the wheels made more of a "thud" than those from bikes. The Chairman addressed the Parishioners and said the way forward for all parties would be to have an informal meeting when the assessment has been completed and the report received. The report would include a mitigation section to help resolve any issues arising.

Open meeting

7 Receive Clerks' Report

- Clerk reported an email had been received from Cllr Sara Mildmay-White, Cabinet Member for Housing at West Suffolk Councils. The email stated that St Edmundsbury Borough Council are changing IT provider for their housing register and this means that as from 1 April 2019 people on the current housing register will continue to view and bid for properties on Home-Link, the IT that underpins this will be from a different provider. As it is a new provider, data cannot be transferred from one provider to another. The new Home-Link application form for the new IT provider is simpler and can be completed in half the time of the current form. It does however, mean that everyone on the Housing Register for St Edmundsbury will have to reapply between 1 February and 28 February 2019.
- Clerk reported costs for forthcoming elections on 2 May 2019 have been received from Electoral Services. Cost for Kedington for a contested election (assuming district is contested) will be between £900 and £2,250. The fee for an uncontested Parish Council Election will be £21.34 per parish.

7.1	<p>Consider further action (on action taken or reports received since last meeting: Information on new housing register to be posted on Parish Council Facebook Page.</p>	MF/HCS
8	Finance Committee	
8.1	<p>Receive draft minutes of 08 January 2019 meeting: The Chairman went through highlights of the meeting:</p> <ul style="list-style-type: none"> Financial position at 31 December 2018 satisfactory with £51,360.22 of the budget (66.81%) spent, leaving a balance of £25,520.78. Additionally, £39,883.47 is held in Reserves. Accountant will reduce the balance of peppercorn rent paid by a Parishioner for the strip of land in Silver Street (adjacent to Village Stores) owned by Parish Council by £4 on the Creditors Statement and this will be reduced by £1 on a yearly basis as the rent was paid in advance until 2035. From 2015 the £1 had not been reduced yearly and had been showing as £20. ACAS course on "Conflict Management" that was due to be held on 14 January 2019 and attended by the Clerk was cancelled. New Village Handyman post to be put on hold until beginning of new financial year. Clerk reported there are still issues with Nat West Bank plc regarding internet banking. New Notice Boards in School Road and Calford Green have been installed. River banks and hedge around Old School Field will be cut week commencing 21 January 2019. Grant of £100.00 awarded to The Voluntary Network under Sn 137, LGA 1972, as being of benefit to local people. Two cheque payments for payments made since last meeting totalling £840.70 were ratified. Seven payments totalling £5,435.58 for Supplier Payments as at 31 December 2018 approved on 08 January 2019 and cheques signed by the Chairman (Cllr Wheeler) and Cllr McGuire. 	
8.2	<p>Any other financial matters: Clerk reported that Suffolk County Council have announced they will be withdrawing funding to all Citizens Advice Bureaus in Suffolk as part of their budget cuts for the new financial year.</p>	MF/HCS
9	<p>Great British Spring Clean 2019 Clerk reported the Great British Spring Clean event for 2019 will be taking place between 22 March and 23 April 2019. It was agreed that the Parish Council should host this event again, as in previous years. The date agreed was Sunday 14 April 2019 between 2.00 and 4.00 p.m. Councillor Carre-Skinner, Councillor Waite and the Clerk will be the organisers for the event. A poster will be put on all Notice Boards and the Parish Council Facebook page.</p>	
10	Play Equipment	
10.1	<p>Receive defect report(s) (if any); agree action: Monthly Play Inspection Report was received. All defects are in hand for repair. A resolution was put forward by Cllr Waite and seconded by Cllr Rushbrook that the chains on the cross-scales should be replaced and the gap around the wet-pour on the junior multi-play area should be repaired when Playmaintain return to finish other work contracted to them. There were no other resolutions; unanimously agreed.</p>	

	It was reported that the pedestrian wooden gate at the entrance to Old School Field needed replacing. Clerk requested to ask Kevin Betts for a quotation.	MF
10.2	Skate ramp update: Agenda item moved to follow item 6.	
11	Environmental / Grounds Maintenance Matters	
11.1	Receive quotations to edge all paths in Silver Street Park: Two quotations to remove overgrown grass and debris from tarmac paths in Silver Street Park had been received: RMS Tree Services £280.00 (no vat) The Green Room £395.00 (no vat) A resolution was put forward by Cllr Waite and seconded by the Chairman that the quotation from RMS Tree Services should be accepted. There were no other resolutions; unanimously agreed.	
11.2	Receive quotations for work required on four Poplar Trees on Watermill Field: Three quotations had been sought. Two quotations have been received. Alexander Talbot – Tree Surgery Services To pollard 4 Poplar Trees by 40% on the edge of Watermill Field, using a platform for some branches over the road and climbing the rest. Traffic lights for 2 days and UK Power Networks in attendance (no charge for this). Clear and chip all the brash and remove all timber from site. £4,450.00 (no vat) The Green Room To reduce height, clean out and lift 4 Poplar Trees, including removal of dead and damaged wood. To carry out work in conjunction with school times and manage pedestrian and traffic flow. All debris removed from site. £4,350.00 (no vat) A resolution was put forward by Cllr Evans and seconded by Cllr Quick that the quotation from Alexander Talbot – Tree Surgery Services should be accepted. There were no other resolutions; unanimously agreed.	
11.3	Any other environmental/grounds maintenance matters: Councillor McGuire reported the foul odour near Kedington House had returned. It was agreed that the Clerk should contact Environmental Health regarding this matter.	MF
12	Highway/Footpath/Street Furniture matters	
12.1	Any other highway/footpath/street furniture matters: Paths around the periphery of Westward Deals (Hundon Road) are in a very poor condition. Clerk to report this to Highways.	MF
13	Any other reports (on-going matters) None.	
14	Housing/Planning	
14.1	Applications for discussion at meeting: At this point Councillor McGuire declared a Non-Pecuniary Interest in that his employment is with a Company who carry out work for Anglian Water.	

14.1.1 DC/18/2013/FUL Great Watting and Little Watting Water Improvements

Clerk reported that no response had been received to date to letters sent to Karro Food Ltd and Anglian Water. Application will be called in to Development Control Committee.

14.2 Planning Applications – Observations conveyed by Parish Council:

None.

14.3 Planning Applications – Decisions received from Borough Council:

DC/18/2048/HH – The Old Forge, Silver Street, Kedington

Householder Planning Application – install 60cm x 180 cm lattice trellis fence with posts to right side of garden wall (retrospective)

GRANTED

14.4 Any other housing / planning matters:

None.

15 Consultations

None.

16 Events

16.1 Nominations:

16.1.1 Election Briefings 2019 – 11 February 2019 2.00 – 4.00 p.m.

West Suffolk House, Bury St Edmunds. Cost £25.00 plus vat.

Clerk nominated to attend. Proposed by Cllr Waite, seconded by Cllr Carre-Skinner and unanimously agreed.

16.1.2 Highways Training – 22 January 2019 10.00 a.m. – 12 Noon

LCPAS Office, 5 Eastern Way, Bury St Edmunds. Cost £45 per person.

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 9.39 p.m.

The date of the next meeting will be **Tuesday, 19th February 2019** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated