

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 19 APRIL 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: 3 Parishioners; Suffolk County Councillor David Roach;
St Edmundsbury Borough Councillor Karen Richardson;
Prospective Independent Candidate for local elections
Jim Meikle.

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)**
One Parishioner expressed separate interests in agenda item 10.1 and Jim Meikle expressed an interest in agenda item 5.
- Open meeting**
- 2 Welcome and apologies**
The Chairman welcomed all present. Apologies for absence were received from Councillor Nathan Loader (health); Councillor Andrew Quick (work). Councillors unanimously accepted Councillor's apologies.
- 3 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**
Councillor McGuire declared a Non-Pecuniary Interest in agenda item 13.1.2.
- 4 To agree and sign as a correct record the minutes of the Meeting of Kedington Parish Council held on 19 March 2019**
A resolution was put forward by Cllr Waite, seconded by Cllr McGuire that the minutes of the meeting of Kedington Parish Council held on 19 March 2019 be agreed as a true record. There were no other resolutions; unanimously agreed. The Chairman duly signed the minutes.

Close meeting

5 Receive Visitor's Reports

Suffolk County Councillor David Roach reported from 01 April 2019 the opening hours at the Waste Disposal Site in Haverhill have changed. There are plans for an extension to the site and at present Cllr Roach said he was waiting for it to appear on the programme of works to be carried out. Councillor Roach reported the Appeal Process has started in respect of the School and Post 16 Travel Policy for September 2019.

The Clerk reported she had again written to Cabinet Member, Councillor Gordon Jones and requested a copy of the Safety Assessment which had been carried out by Suffolk County Council on the walked route to Samuel Ward Academy. The email also contained the Parish Council's concerns about children's safety when the Haverhill North East Development commences later in the year as the site will cut across the Public Right of Way where the children will have to walk.

St Edmundsbury Borough Councillor Karen Richardson reported that changes have been made from a Shadow Council (St Edmundsbury and Forest Heath) to the new West Suffolk Council with effect from 01 April 2019. Karen said the local elections on 02 May 2019 would see an end to her 12 years as a Borough Councillor but she would be seeking re-election as a West Suffolk Councillor for the Ward which includes Barnardiston, Clare, Cavendish, Hundon, Kedington, Poslingford, Stoke-by-Clare, Stradishall and Wixoe. There will be three West Suffolk Councillors elected for this Ward and local voters will have three votes at the election. Councillor Richardson said she hoped that the three candidates elected would be very active for the new Ward and that Parish Councils/Meetings would benefit from having three "pots" of Locality Budgets to tap in to. Councillor Richardson reported the Boundary Commission are now looking at County Council Boundaries. Councillor Richardson commended Kedington for being "such a lovely village" and thanked all Parish Councillors for working with her over the past four years.

Jim Meikle addressed the meeting, introducing himself and stating he was standing as an Independent Candidate at the local elections. Mr Meikle spoke about where he lived and his work background. He said it was his belief that Rural Areas do not get a fair deal and he hoped that, if elected, he could help address this.

Open meeting

6 Receive Clerks' Report

- Clerk reported that notification had been received from Electoral Services that Kedington has an uncontested election with eight nomination forms being received. This mean that the Parish Council can co-opt a Parish Councillor (to bring complement up to 9 Councillors), without having to advertise the position Representation of the People Act 1985 (s21(2)).
- Kedington Spring Clean Event was held in the Parish on Sunday 14 April 2019. Twenty-one adults and children attended; this included the Parish Clerk and seven Parish Councillors. Thirteen bags of rubbish were collected plus one car tyre and the road signs were cleaned. After the event everyone had refreshments at the Parish Council Office. Clerk thanked Cllr Carre-Skinner, Cllr Quick and Cllr Waite for all their help in organising the event and help on the day.

6.1 Consider further action (on action taken or reports received since last meeting: None.

7 Finance Committee

7.1 Receive draft minutes of 09 April 2019 meeting:

- Financial position at 31 March 2019 (end of financial year) is satisfactory with £67,231.75 of the budget spent (87.45%), leaving a balance of £9,649.25. Additionally, £39,883.47 is held in Reserves.
- School Crossing Supervisor's salary was reviewed and a 2.4% increase was awarded.
- Village Cleaner's salary was reviewed and a 2% increase was awarded.
- A VAT reclaim of £3,251.75 for the period 01 October 2018 to 31 March 2019 has been submitted to H M Revenue & Customs.
- Agreed that Kedington Parish Council will not seek to replace worn out dog bins with dual bins for dog waste and litter.
- No uptake on grants awarded.
- No new grant applications.
- Eleven payments and one Direct Debit totalling £12,440.38 for Supplier Payments as at 31 March 2019 approved on 09 April 2019 and cheques signed by Cllr Wheeler and Cllr McGuire.

7.2 Receive un-audited Income & Expenditure Account for year ending 31 March 2019:

The unaudited Income & Expenditure Account for year ending 31 March 2019 is attached to these minutes as Annex 1.

Annex 1

Taking the figure of £50,196.05 from the Income & Expenditure Account, Reserve headings for financial year 01 April 2019 – 31 March 2020 were agreed as:

- Recreation Equipment £3,000.00
- War Memorial £2,900.00
- General Reserve £44,296.005

under a resolution put forward by Cllr Waite and seconded by Cllr McGuire. There were no other resolutions; unanimously agreed.

7.3 Receive and agree Asset Register for year ending 31 March 2019:

Asset Register for year ending 31 March 2019 with a value of £337,794.23 was received and agreed under a resolution put forward by Cllr Carre-Skinner and seconded by Cllr Rushbrook. There were no other resolutions; unanimously agreed.

Annex 2

8 Review and Agree Risk Assessments for Kedington Parish Council

Risk Assessments for Kedington Parish Council are in place. Councillor Carre-Skinner and Councillor Waite will review the Risk Assessments to see if any changes need to be made. Clerk has carried out all financial risk assessments.

9 Play Equipment

9.1 Receive defect report(s) (if any); agree action:

Monthly Play Inspection Report was received. All defects are in hand for repair. Clerk has chased Playmaintain Ltd again regarding the faulty wet-pour surfacing on the basketball area.

10 Environmental / Grounds Maintenance Matters

10.1 Felled Tree outside Kedington Primary Academy:

Clerk reported she had been in contact with the Planning Department regarding the felled tree on Church Walk (on the perimeter of the car park at Kedington Primary Academy. There is currently a TPO Application DC/19/0442/TPO to fell a tree at the Academy and it is not at all clear if this relates to the already felled

tree or whether it is for a different tree. Photographs of the remainder of the felled tree have been sent to the Parish Council. Clerk said she will speak to the Academy when they return after the Easter holiday.

10.2 Any other environmental/grounds maintenance matters:

Clerk reported the Area Rights of Way Officer had been in contact regarding the overgrown PROW (Footpath 12) to Brockley Green. The officer stated that the public appear to be walking along the track some 20 metres from the footpath nearer to the village and joining footpath about 100 metres up. The officer said that as the birds are now nesting any cutting back of vegetation to clear the path will have to wait until September. The officer will request the farmer to mark the footpath on the ground when the crop emerges.

Councillor Evans requested the Parish Council report the area around tree at bottom right hand side of the Great Meadow that is very boggy, to Anglian Water and ask them to inspect. Agreed.

Councillor McGuire reported a tree on the front of Dane Common has died and needs removing (centre tree of a group of three trees).

MF

11 Highway/Footpath/Street Furniture matters

11.1 Receive Street Furniture Condition Report 2019:

Street Furniture Condition Report 2019 was received from the Chairman who had carried out the inspection. There are four dog bins which need replacing within the next six months or sooner. Two litter bins need new liners. Picnic tables and benches on Old School Field have graffiti on them and will need sanding and refinishing in the Autumn 2019. The Youth Centre roof (which has previously been agreed to replace) need doing immediately. The gazebo in Silver Street Park needs rails and circular seat stove enamelled; the roof panels need graffiti removed. Some benches in Silver Street Park need stove enamelling. It was agreed that the Clerk should source quotations for the work and a maintenance plan should be compiled to keep a schedule of what is being carried out.

11.2 Receive Suffolk County Council's Grass Cutting Programme for summer 2019:

The Chairman read out an email received from the Deputy Leader and Cabinet Member for Highways, Transport and Rural Affairs at Suffolk County Council. The email stated that following a review of the 2018 grass cutting season, there are several significant improvements to this year's programme. These included:

- Recruitment of new contractors to work with Suffolk Highways to undertake the works.
- Assigning the County into two areas covered by two separate contractors rather than one, to give the grass cutting service greater resilience.
- Publishing the grass cutting programme earlier to enable other stakeholders to plan any additional cuts if they wish.

The B1061 through Calford Green and Kedington will have the first cut on 13 May and second cut on 05 August 2019.

11.3 Community SpeedWatch:

Councillor Evans reported on the presentation preceding the Parish Council Meeting by the Administrator of Community SpeedWatch. To become a member of the scheme, there must be a minimum of six volunteers. Speed checks must be conducted by at least three volunteers who must be over the age of 18 years. Each CSW scheme must have a co-ordinator and where possible a deputy, responsible for the equipment and administration. The

	<p>Parish (or local Council) must support the scheme. Locations for monitoring speed are chosen by the scheme, however, Risk Assessments will be carried out by a trained Police Officer who will approve the nearest safe site. Training for volunteers will include use of the equipment and Health & Safety issues. The cost of training volunteers, risk assessing potential sites and ongoing administration is borne by Suffolk Police. The cost of speed detection equipment, portable signs and reflective jackets will not be met by Suffolk Police. Volunteers will be covered by the Constabulary's insurance. It was agreed in principle that the Parish Council would be interested in the CSW scheme and it was agreed that notices for volunteers will be placed on the Parish Council Facebook Page and Notice Boards.</p>	IE/MF
11.4	<p>Any other highway/footpath/street furniture matters: Clerk was requested to report a leak in the footpath at the top of Kings Meadow.</p>	MF
12	<p>Any other reports (on-going matters) None.</p> <p>Housing/Planning</p>	
13	<p>Applications for discussion at meeting:</p>	
13.1	<p>13.1.1 Proposed new development in Hundon Road, Kedington of up to 140 new homes: The outline Planning Application for the new development is expected after Easter. A group of Parishioners against the development have set up an action group to fight the development.</p> <p>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.</p> <p>13.1.2 Little & Great Wrattling – New Water Treatment Works (update): Clerk read out a response received on behalf of the Chief Executive of St Edmundsbury Borough Council in response to the Parish Council's complaint regarding the manner in which the Chairman of the Development Control Committee handled the planning application for the New Water Treatment Works at Little Wrattling when it came before Committee for consideration. Councillors agreed that the response was less than satisfactory and Councillor Evans proposed that the Parish Council should write to the local M.P. regarding this matter. Councillor Evans will draft the letter, which the Clerk will then send.</p>	MF
13.2	<p>Planning Applications – Observations conveyed by Parish Council: Observations conveyed by Parish Council are hatched orange on Annex 3 appended to these minutes.</p>	Annex 3
13.3	<p>Planning Applications – Decisions received from Borough Council: Decisions received from Borough Council are hatched green on Annex 3 appended to these minutes.</p>	Annex 3
13.4	<p>Any other housing / planning matters: None.</p>	
14	<p>Consultations None.</p>	
15	<p>Events</p>	
15.1	<p>Nominations: There are no current events</p>	

15.2 Councillor absences (update):

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

16 Any new matters (for discussion only)

The Chairman reminded Councillors of the forthcoming Annual Parish Meeting and reminded them that they are not summoned to this meeting as it is a meeting for the Parish to hear what other organisations are doing and discuss any matters that are pertinent at the present time.

The Chairman put forward his thanks to Councillor Peter Donoghue and Councillor Nathan Loader (who would not be standing again as Parish Councillors) for all their hard work and dedication over the years they have served on the Parish Council.

The meeting closed at 9.49 p.m.

The date of the Annual Parish Council Meeting will be **Tuesday, 21 May 2019** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated