

**MINUTES OF A MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 17 DECEMBER 2019
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

Present: Cllr Simon McGuire (Chairman)
Cllr Joe Harrison (Vice-Chairman)
Cllr Heather Carre-Skinner
Cllr Ian Evans
Cllr Ann Naylor
Cllr Justin Waite
Cllr Terry Wheeler
Cllr Stella Wilsher

In attendance: Ms Marion Farrant – Parish Clerk

Also in attendance: No other persons present

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)**

There were no Parishioners present.

Open meeting

- 2 Welcome and apologies**

The Chairman welcomed all present. Apologies for absence were received from Suffolk County Councillor David Roach (West Suffolk Council Meeting); District Councillor Karen Richardson (West Suffolk Council Meeting); District Councillor Marion Rushbrook (West Suffolk Council Meeting); District Councillor Jim Meikle (West Suffolk Council Meeting). Councillor Wheeler (through the Chairman) asked if the Clerk could write to Councillor Andrew Quick to ascertain whether he wished to continue as Parish Councillor as he had not attended a meeting since June 2019 (*LGA 1972, s85 (1) and (2). Note no meetings are held during August.*

- 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 Carre-Skinner declared a Non-Pecuniary Interest in agenda item 7.4.

- 4 To agree and sign as a correct record the minutes of the Meeting of Kedington Parish Council held on 19 November 2019**

A resolution was put forward by Councillor Waite, seconded by Councillor Evans that the minutes of the meeting of Kedington Parish Council held on 19 November 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**

There were no Visitor's present at the meeting.

Open meeting

6 Receive Clerks' Report

Clerk had no matters to report.

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

7 Finance Committee

7.1 Consider any matters arising from 12 November 2019 meeting:

None.

7.2 Receive draft minutes of 10 December 2019 meeting:

- Financial position at 30 November 2019 satisfactory with £44,842.05 of the budget spent (54.80%), leaving a balance of £36,997.95. Additionally £50,195.05 is held in Reserves.
- Budget headings for Village Amenities and Grounds Extras were amended as some amounts had been mis-posted.
- Grant payment of £406.00 received from West Suffolk Council for payment of two new dog bins. The grant was given by District Councillor Karen Richardson from her Locality Budget.
- Confirmation received that Bank of Ireland UK signatory list has been updated.
- Payment for venue to host "County Lines" Training was ratified.
- Sweeping/clearing Church Walk by West Suffolk Council was approved, as the bottom of Church Walk was very muddy and in a hazardous condition.
- Monthly Play Inspection Report received; all play equipment defects are in hand for repair.
- Grant of £150.00 awarded to Kedington Babies & Toddlers Group under Sn 137, LGA 1972, as being of benefit to local people.
- Grant of £100.00 awarded to Headway Suffolk under Sn 137, LGA 1972, as being of benefit to local people.
- Grant of £150.00 awarded to Dedham Vale AONB & Stour Valley Project under Sn 137, LGA 1972, as being of benefit to local people.
- Ten payments and one Direct Debit totalling £3,887.60 for Supplier Payments as at 30 November 2019 approved on 10 December 2019 and cheques signed by Councillor McGuire and Councillor Wheeler.

7.3 Finalise and agree budget/precept for financial year 2020/2021:

Councillors did a final review of the budget sheet for the financial year 2020/2021. A resolution was put forward by Councillor Waite and seconded by Councillor Harrison that the budget heading for General Data Protection Regulations 2018 be taken out and the £2,000.00 from this budget heading be redistributed by adding £500.00 to the Equipment Repairs budget heading; £500.00 to the Grants budget heading and £1000.00 to the Recreational Equipment budget heading and Kedington Parish Council should put in a precept application for the financial year 2020 / 2021 of £84,070.00. There were no other resolutions; unanimously agreed. Chairman and Clerk duly signed the precept form.

7.4 Discuss grant for Kedington Bell Ringers (deferred from last meeting):

At this point Councillor Carre-Skinner declared a Non-Pecuniary Interest in this agenda item, in that she is a member of Kedington Bell Ringers. Councillor Carre-Skinner took no part in discussion or vote.

Annexes
1 & 2

The Chairman read out an email from Kedington Bell Ringers which provided information requested regarding the cost of new ropes. The Bell Ringers need six new ropes which would cost between £100 and £160 each and, as well as the six, it was hoped to purchase two spares. The Chairman put forward a resolution that a grant of £1000.00 be awarded; there was no seconder for this resolution. Councillor Wheeler put forward a resolution that a grant of £650.00 be awarded; there was no seconder for this. Councillor Wilsher put forward a resolution that a grant of £500.00 be awarded under Sn 137, LGA 1972 as being of benefit to local people; this was seconded by Councillor Waite. Five votes in favour of this resolution and three against; resolution carried.

8 Play Equipment

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

Monthly Play Inspection Report for November 2019 received; all defects noted and in hand for repair.

8.1.1 Ratify Finance Committee recommendation for repairs to Zip Wire:

A resolution was put forward by Councillor Wilsher and seconded by Councillor Naylor to ratify the Finance Committee recommendation for repair of the Zip Wire (defects noted from Annual Play Equipment Inspection Report 2019) at a cost of £717.00 plus vat. There were no other resolutions; unanimously agreed.

MF

9 Environmental / Grounds Maintenance Matters

9.1 Ratify quotation from M D Landscapes for various grounds maintenance work:

Quotations received from M D Landscapes (Anglia) Ltd are as follows:

- 1) Cut both side of the river banks along Riverside Walks (The Cut) as in previous years. £350.00 plus vat.
- 2) Cutting hedge around Old School Field on top and both sides to include the small piece of hedge to the right of the entrance to the field by the Notice Board. Top of hedge near skate ramp to be neatened but no height taken away. Flail other trees inside the park. Take away all arisings and leave areas neat and tidy. £140.00 to cut the hedge and £50 for flailing trees, both prices plus vat.
- 3) Clear brook in Silver Street Park on both sides of bridge as you enter from Silver Street. £100.00 plus vat.
- 4) Watermill Field – cut back river banks around the field (in a horseshoe shape). £40.00 plus vat.

A resolution was put forward by Councillor Waite and seconded by Councillor Harrison that M.D. Landscapes (Anglia) Ltd should be asked to carry out all the works listed above at a total cost of £680.00 plus vat. There were no other resolutions; unanimously agreed.

9.2 Any other environmental/grounds maintenance matters:

Questions were raised by Councillors as to whether there was asbestos in the materials used to “fill the ground” at the entrance to the site adjacent to the allotments in Arms Lane. Clerk asked to investigate this.

MF

10 Highway/Footpath/Street Furniture matters

10.1 Signs for “No Lorries Turning” into Dane Common (update):

Suffolk County Councillor, David Roach has still not responded to the Clerk with the requested update.

10.2	<p>Any other Highways/Footpath/Street Furniture matters:</p> <p>Clerk reported Suffolk County Council have still not cleared the Public Right of Way (FP 18) from Sturmer Road to White Horse Road (known as The Baulk). Clerk will chase this up for the “third” time.</p> <p>Clerk reported Suffolk Highways will be installing new gullies (drains) in Mill Road, Kedington (down from the Church towards the Old Watermill) between 23 and 24 December 2019. The road will be closed during this period.</p> <p>Data from the VAS in Kedington to be sent to Suffolk/Norfolk Speed Enforcement Team.</p>	MF
11	<p>Any other reports (on-going matters)</p>	
11.1	<p>Community SpeedWatch (update):</p> <p>Councillor Evans reported that he had heard nothing for 3 months from the CSW Team, despite several attempts to contact them. Councillor Evans said he and Councillor Naylor had put forward five sites for consideration, one in Calford Green and four in Kedington. Councillor Naylor reported, as agreed at a previous meeting, she would attempt to contact CSW which she did and received the following results.</p> <ol style="list-style-type: none">1) An apology for the inordinate amount of time it has taken to try and set up a CSW in Kedington.2) Confirmation that four sites in Kedington have been identified. <p>Councillor Evans said he was disappointed that no site at Calford Green had been identified. Councillor Naylor said there are quite strict guidelines for volunteers doing CSW and for Calford Green the “line of sight” was not good enough for the safety of volunteers. Councillor Evans added that as Calford Green would not be included, he would step down as a co-ordinator for CSW. The Clerk said she would be happy to co-ordinate the training, etc., which was agreed by Councillors. Councillors Evans requested the VAS sign be moved to Calford Green as soon as possible.</p>	MF
12	<p>Receive meeting dates for 2020 (126th year of establishment of Parish Council)</p> <p>Meeting dates for 2020 were distributed to all Parish Councillors. Meeting dates will also be put on all Notice Boards and on the Parish Council Facebook Page. Parish Council meetings will take place on the third Tuesday of each month with the exception of August when there are no meetings.</p>	
13	<p>Housing/Planning</p>	
13.1	<p>Applications for discussion at meeting:</p> <p>Clerk reported that the Planning Department at West Suffolk Council have confirmed that the newly erected fence around 105 Westward Deals did not require planning permission.</p>	
13.2	<p>Planning Applications – Observations conveyed by Parish Council:</p> <p>None.</p>	
13.3	<p>Planning Applications – Decisions received from West Suffolk Council:</p> <p>None.</p>	

13.4 Any other housing / planning matters:

13.4.1 Strategic Housing and Economic Land Availability Assessment (SHELAA):

Clerk reported that this matter was not discussed at the previous Parish Council Meeting because of the guillotine expiring; Clerk went through the document available online at West Suffolk Council and there were three sites for Kedington which were all deferred as still not relevant or appropriate.

13.4.2 West Suffolk Local Plan: 2019 sustainable settlements review:

Clerk reported that this matter was not discussed at the previous Parish Council Meeting because of the guillotine expiring. West Suffolk Council are in the early stages of preparing a new local plan for West Suffolk. The first formal public consultation on the Issues and Options draft of the plan will commence in January 2020 for a period of eight weeks. One aspect of the new plan will be to review the currently adopted settlement categories and hierarchies in the former St Edmundsbury and Forest Heath areas. For those settlements with an identified settlement boundary, key sustainability criteria have been recorded and a matrix sent to all Councils. A response proforma was attached for Councils to complete by 26 November 2019. Clerk completed the proforma and returned by the due date as there were some inaccuracies for Kedington Parish Council.

14 Consultations

None.

15 Events

15.1 Nominations

There are no forthcoming events.

15.2 Councillor absences (update):

The Chairman asked Councillors to update the Clerk with any planned absences.

16 Any new matters (for discussion only)

None.

The meeting closed at 9.13 p.m.

The date of the next meeting will be the **Tuesday, 21 January 2020** commencing at 7.40 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington.

Signed

Dated