

KPC 127-08

**MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL  
TUESDAY, 18<sup>th</sup> JANUARY 2022  
HELD IN THE ROYAL BRITISH LEGION HALL, HAVERHILL ROAD, KEDINGTON**

**Present:** Cllr Ann Naylor (Chair)  
Cllr Stella Wilsher (Vice-Chair)  
Cllr Terry Wheeler  
Cllr Karen Barber  
Cllr Ross Standeven  
Cllr Sharon Eames  
Cllr Jeffery Potter

**In attendance:** Mr John Boxall (Parish Clerk)

**Also in attendance:** Mr David Roach (Suffolk County Councillor), Mrs Marion Rushbrook (West Suffolk Councillor) and Mr Nick Clarke (West Suffolk Councillor)  
Three Parishioners present.

**ACTION****1 Parishioners' Question Time and to acknowledge agenda items of interest to members of the Public present**

- 1.1. A Parishioner stated that she and her husband had an interest in item 6.4 Calford Green common land boundary marking. Chair updated that letters had been prepared to send out to all residents of Calford Green regarding this matter.
- 1.2. A Parishioner stated that she and her husband would like to ask the Parish Council to head up a search for a new Village History Recorder. Chair advised that this would be placed on the agenda for the next Parish Council meeting on the 15<sup>th</sup> February 2022.

**2 Welcome, apologies and resignations.**

Cllr Woodward is unable to attend for personal reasons. Accepted by all Councillors present.

**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.**

None declared.

**4 Councillors who were present to agree and sign as a true record the minutes of the meeting of Kedington Parish Council held on 21<sup>st</sup> December 2021.**

Chair confirmed that all relevant Councillors had received a copy of the minutes. A resolution was put forward by Cllr Wheeler and was seconded by Cllr Standeven that the minutes of the meeting of Kedington Parish Council held on 21<sup>st</sup> December 2021 be agreed as a true record. There were no other resolutions; unanimously agreed. Chair duly signed the minutes.

## 5 Receive visitor's reports and reports from District and County Councillors.

Cllr Rushbrook's report had not been received in time to send to Councillors before this meeting. Chair however had a paper copy of it, see ANNEX 1. Cllr Rushbrook advised Council that as detailed in her report, there were two lots of funding available from West Suffolk Council and another from the Government that would be available in the future. Cllr Rushbrook advised that there is also details of a Police Survey and a consultation by Transport Strategy for the East contained in her report. Report to be sent out to Councillors.

ANNEX 1

Clerk

Cllr Clarke advised Council that with regards to parking, he spoke to the "parking officer" last week. He tried to impress on the parking officer that the civil Enforcement Officers appear to only inspect and carry out walks around in relation to the number of traffic orders we have. He advised that while Kedington doesn't have many it does have parking problems. The parking officer agreed with him at the time. Cllr Clarke advised that Council reinforce that point to the parking officer.

Chair

Cllr Clarke advised that he has asked for Kedington Parish Council to be involved in the consultation of a planning application to significantly expand HMP Highpoint in Stradishall. The application was submitted on the 10<sup>th</sup> December 2021, he saw it earlier this month and the determination deadline is the 21<sup>st</sup> March 2022. Apparently, Government has the right to fast track such applications. He received documentation in relation to this application only shortly before this meeting and so has not had time to read all the information. He has spoken to Ian Gallin, Chief Executive of West Suffolk Council, and to the Principal Planning Officer. He is also meeting Matt Hancock MP on the 3<sup>rd</sup> February 2022 and will be meeting the Prison Governor also. Application to be forwarded to Councillors.

Cllr Clarke

Cllr Roach advised that the County Council are meeting this month to approve this year's budget and that inevitably Council Tax will increase.

Cllr Roach advised he is still waiting to hear back from Suffolk County Council regarding the experimental Traffic Regulation Order for the 7.5T weight restriction. With regards to the permanent 7.5T weight restriction application, he is still waiting for Essex County Council to respond.

Cllr Roach

Cllr Roach advised he has also made enquiries with regards to civil parking enforcement and suggested asking someone to attend a Parish Council meeting to give an input. Chair may be able to arrange this.

Chair

## 6 Receive Clerk's report: To include noting of correspondence received.

### 6.1. Queen's Platinum Jubilee 2<sup>nd</sup> June 2022 beacon and gas.

Clerk advised that:-

- a. The grant totalling £627.37 was received on 22<sup>nd</sup> December 2021 into the Barclays account.
- b. The beacon has been ordered by the Royal British Legion and will be supplied at a later date once all the orders are received.
- c. M&M Leisure have agreed for the gas to be paid for now, before any expected future price increases and they will store it until closer to the time and will also deliver it. An invoice has been requested. They also suggested that once the beacon is received it is taken to them to make sure it works.

### 6.2. Football goal post for Meadow.

Clerk advised that the ground sockets were received back on the 10<sup>th</sup> January 2022 and collected by Ross Van de Zande on the 13<sup>th</sup> January 2022. The goal will be installed this week or next.

### 6.3. Defibrillator installation on Westward Deals.

Clerk advised that Mr Colin Poole, the Haverhill Town Clerk, and Mr Jesson are arranging a CAT scan of the ground where the post will be fitted and a suitably qualified Streetworks installer to install the post.

- 6.4. Calford Green common land boundary marking.  
See item 1.1 above. Chair advised that she has emailed the legal team at Suffolk County Council regarding the green being common land and is awaiting a reply. Chair has also reviewed documents from when this matter was looked into a couple of years ago and has also looked at the Government website. The outcome is that the stakes can be placed on Calford Green as a temporary measure for up to 6 months. Chair advised that the Clerk has prepared a letter and questionnaire that will be delivered to all residents of Calford Green this week with a closing date for replies of 11<sup>th</sup> February 2022.
- 6.5. Interim Community Governance Review.  
Clerk advised that the review was emailed to Councillors on 29<sup>th</sup> December 2021 and asked for any comments. There were none forthcoming.
- 6.6. Fire extinguishers annual service due.  
Clerk advised there are two extinguishers in the Parish Council office that were serviced this time last year at a cost of £97.50 by Protect and Detect. Clerk has contacted Protect and Detect and they will liaise with Cllr Wheeler to do the servicing at the same time as the Royal British Legion extinguishers are serviced. Cllr Wheeler has not yet had any contact. Clerk to chase Protect and Detect.

Chair

Clerk

### Finance Committee

7

- 7.1. Receive Budget update from Chair of Finance Committee.  
Cllr Wilsher read out the contents of the document at ANNEX 2
- 7.2. Precept application for financial year 2022/2023.  
Clerk advised the precept application was submitted by email on 4<sup>th</sup> January 2022 and safe receipt was acknowledged by email on 5<sup>th</sup> January 2022. The precept application and the budget for 2022 /2023 are both on the Parish Council website.
- 7.3. Grants – Sn 137, LGA 1972
- 7.3.1. Uptake: None
- 7.3.2. Applications
- a. 1<sup>st</sup> Kedington Sea Scout Group  
Application for a grant towards the cost of purchasing 4 x Vango XL tents at a cost of approximately £170 each ANNEX 3. All Councillors in favour of granting £680.
- b. 1<sup>st</sup> Kedington Rainbows  
Application for a grant of £350 to purchase a new giant parachute, an outdoor game, craft equipment and to go towards an upcoming event ANNEX 4. All Councillors in favour of granting £350.
- 7.4. Annual appointment of Finance Committee.  
Chair advised that within Kedington Parish Council there is also a Finance Committee and that we are one of very few, if any, Parish Councils that have such. Chair advised that the Finance Committee meetings are now very quick because of the new accounting systems we have in place. Chair also suggested that bringing the finance matters back into the Parish Council meetings would give all Councillors a better understanding of the Council's finances. Following further discussion Chair suggested that the last Finance Committee meeting should take place in March 2022 and that all matters financial will then be included in the Parish Council meeting in April 2022 and onwards. This resolution was proposed by Cllr Wilsher and seconded by Cllr Potter. There were no other resolutions; unanimously agreed.

ANNEX 2

ANNEX 3  
ClerkANNEX 4  
Clerk

### Play Equipment

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- 8.1. Receive defect report(s) (if any); agree action.  
Clerk advised that the end cap on the cross scales has been repaired.

Following a discussion regarding the condition of the surfaces in Old School Field, Clerk to obtain quotes for comparison as follows:-

- To repair existing wet pour surfaces
- To replace existing wet pour surfaces with the same
- To replace existing wet pour surfaces with resin

Clerk

## 9 Environmental / Grounds Maintenance Matters

- 9.1. Cutting/strimming the river area along the Cut, in Waterfield Meadow and Silver Street Park.  
Clerk advised that MD Landscapes are keeping an eye on the weather and when there is a suitably dry period it will be done.
- 9.2. General upkeep of open space.  
Chair advised that Andy Lyle has laid some bark chippings at the entrance from Silver Street Park onto the Cut as the sloped pathway was very slippery. He has also assisted in replacing and repairing some damaged signs and a wooden post as discussed in the meeting on 21<sup>st</sup> December 2021. Chair advised he will submit an invoice for this work that will include diesel for his strimmer.  
Chair advised that Andy Lyle has been paid £77 for 7 hrs work in Silver Street Park as agreed in the meeting on 16<sup>th</sup> November 2021.
- 9.3. Fallen section of Poplar tree along the Cut.  
Clerk advised that on the 4<sup>th</sup> January 2022 Cllr Naylor reported that a large section of a Poplar tree along the Cut had fallen down across a small path off the Cut and also into the river. This was blocking the path and the potentially the flow of the river. Clerk contacted Bob Dellar who quoted £420 to remove the limb from the footpath and the river and to stack it on site. This was authorised by Cllr Naylor and the Clerk as it was an urgent matter. The work was completed on the 5<sup>th</sup> January 2022 and the invoice was paid the next day.

## 10 Highway/Footpath/Street Furniture matters

- 10.1. Extra signage on each side of the road where the children cross West End Lane to go to school and back via Church Walk.  
Chair advised she has had no response from Suffolk County Council despite numerous emails. Chair has therefore been in contact with a company that has quoted just under £200 to supply two signs saying "Slow Down Children Crossing" and the necessary fixings. This will be subject to change depending on the size of fixings required. These signs can be fitted on a post and a telegraph pole where there are already other signs attached. This resolution was proposed by Cllr Barber and seconded by Cllr Potter. There were no other resolutions; unanimously agreed.

Clerk

## 11 Any other reports (on-going matters)

- 11.1. Office lease.  
Chair advised that Steve Brown of the Kedington Community Association has chased Adams Harrison solicitors and awaits a reply.
- 11.2. Parking.  
Chair advised that she understands that the Chair of the Kedington Community Association has sent or will send a letter this week to the primary school regarding the potential walking bus.
- 11.3. Councillor training.  
Chair updated that all requested Councillor training has been booked and £480 was paid on 13<sup>th</sup> January 2022.  
Cllr Roach advised that Suffolk County Council will be doing some training for Parish Councillors regarding planning applications. He will liaise with the Clerk regarding training for our Councillors.

Cllr Roach &  
Clerk

## 12 Housing/Planning

- 12.1. Applications for discussion at meeting: None  
12.2. Planning Applications – Observations conveyed by Parish Council: None  
12.3. Planning Applications – Decisions received from Borough Council: None  
12.4. Any other housing / planning matters: None

**13 Events: Please bring your diaries**

13.1 Date and location of next meeting.

Clerk advised the next Parish Council meeting will be on the 15<sup>th</sup> February 2022. Royal British Legion Hall to be booked for this.

Chair asked if the Parish Council meeting in March could take place on the 22<sup>nd</sup> rather than the 15<sup>th</sup>. All Councillors in favour.

The meeting closed at 8:25 p.m.

Signed ..... A E Naylor ..... Dated .....15<sup>th</sup> February 2022.....

# ANNEX 1

## **Kedington Parish Council Tuesday 18 January 2022**

Joint report from Nick Clarke, Karen Richardson and Marion Rushbrook, West Suffolk Councillors.

### **Update from West Suffolk Council (WSC) regarding the pandemic**

WSC has been working to support residents and businesses throughout this pandemic, and to date have administered more than £120m in business grants and rate relief.

Omicron variant of COVID-19 is now having an impact on our businesses, WSC will once again be working to administer further Government support to businesses, through grants and rate relief, over the next couple of months.

### ***Omicron Hospitality and Leisure Grant (OHLG)***

Launched on 17 January 2022, this is one-off grant of up to £6,000 for hospitality, leisure and accommodation businesses in the business rates system, whose trade has been impacted by the rise of the Omicron variant of COVID-19.

The grant is subject to Government criteria, referenced in the guidelines at [www.westsuffolk.gov.uk/coronavirus/business-support/upload/COVID19-Omicron-Hospitality-and-Leisure-Grant-Scheme-Eligibility-Criteria.pdf](http://www.westsuffolk.gov.uk/coronavirus/business-support/upload/COVID19-Omicron-Hospitality-and-Leisure-Grant-Scheme-Eligibility-Criteria.pdf)

Due to fraud prevention and Government pre-payment checks that WSC have to adhere to, they are unable to make automatic grant payments to previous grant recipients on this occasion. Businesses will instead need to make a new application for this payment.

Businesses should apply at [www.westsuffolk.gov.uk/c19business](http://www.westsuffolk.gov.uk/c19business). The closing date for applications is 18 February 2022. Grants will be paid out once pre-payment checks have taken place. All OHLG grants are to be paid out no later than 31 March 2022.

### ***Omicron Additional Restrictions Grant (Omicron ARG)***

The Government has given WSC £310,000 to offer discretionary grants to West Suffolk businesses. They are currently working through the detail given by Government and are aiming to launch a local discretionary scheme early in the week of 24 January 2022.

Due to the limited level of funding available WSC will invite applications to be made by 20 February, after which they will decide on grant amounts based on evidence of the scale of impact on trade and other criteria. This does mean that no ARG grants can be paid until March 2022 and based on modelling of numbers from previous applications they expect the levels of payment may be relatively small compared to those paid previously.

Businesses should look on the [www.westsuffolk.gov.uk/c19business](http://www.westsuffolk.gov.uk/c19business) webpage as well as the Council's social media for updates nearer the time.

In line with Government advice, all the previous ARG money allocated to the Council by the Government in late 2020 and early 2021, has already been paid out to help

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businesses survive last winter, reopen in a COVID-secure manner and to support business recovery.

### **COVID-19 Additional Relief Fund (CARF)**

The Government has announced the above to help businesses that have not previously been eligible for rate relief during the pandemic.

The fund will support councils in delivering a local discretionary scheme. WSC will be going through the Government guidance and modelling a scheme to distribute the rate relief to those businesses that need it the most and who have not already been helped.

WSC aim is to implement this rate relief to businesses ahead of their annual billing in March. Please see [www.westsuffolk.gov.uk/c19business](http://www.westsuffolk.gov.uk/c19business) webpage where the council will have more detail to share.

### **Police Survey**

Tim Passmore, Police and Crime Commissioner for Suffolk, would like to hear your thoughts on his proposal for the policing element of your council tax for the next financial year.

[Council tax precept survey 2022/23 \(surveymonkey.co.uk\)](https://www.surveymonkey.co.uk)

The survey will close at 9am on Thursday 27th January 2022.

WSC collect the council tax on behalf of all the bodies mentioned below. In 2021-22 West Suffolk residents paid £104.91 million in Council Tax. The money was distributed as follows:

Suffolk County Council gets £77.32 million (73.7 per cent of the total)  
Suffolk Police Authority gets £13.15 million (12.5 per cent of the total)  
West Suffolk Council gets £10.08 million (9.6 per cent of the total)  
Parish and Town Councils get £4.36 million (4.1 per cent of the total).

Under regulations introduced from 1 April 2013, the council collects business rates locally and retains a proportion to spend on local services

### **Consultation**

Transport Strategy for the East have launched a consultation (closing on 30 January 2022). They still keen to hear from anyone who is interested in improving the transport networks across the region.

All the materials are available on their website – [www.transporteast.org.uk/public-consultation](http://www.transporteast.org.uk/public-consultation), an [animation video](#) to explain their approach.

Through this strategy, they aim to overcome some of the transport challenges the region experiences, while also delivering a fit for purpose, high quality, inclusive and sustainable transport network that will be able to accommodate future growth.

Best wishes for 2022 and we look forward to working with you.

# ANNEX 2

## Financial Report January 2022 PC Meeting

### Accounts as of 6<sup>th</sup> January 2022 for FC meeting

Precept	£84,070.00	
Spent	£45,944.19	54.64% of our Budget spent
Balance	£38,125.81	

Plus Reserves of £66,782.71 which includes our Earmarked Reserves as below

Recreation Equipment	£3,000.00	£1,031.82 Spent = £1,968.18 balance
War Memorial	£2,900.00	
West Suffolk Council	£2,500.00	
Legal Fees	£2,000.00	
Queen's Jubilee	£1,000.00	

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### Live as of 17<sup>th</sup> January 2022

Payments made since 6 <sup>th</sup> January	£4,577.93
Balance of Precept on 17 <sup>th</sup> January	£33,547.88
£50,522.12 spent = 60.09% of our budget spent	

# ANNEX 3

16 School Road

Kedington

11<sup>th</sup> January 2022

John Boxall

Kedington Parish Council

Kedington

Dear John

**To: Finance Committee, Kedington Parish Council - Application for a Grant to help towards payment of new tents**

I am writing to you on behalf of the 1st Kedington Sea Scout Group to apply for a grant towards the cost of purchasing new tents.

As I am sure you can imagine, the tent is an integral part of being a scout at any level. They are well used pieces of equipment and having funds available to replace older tents with new ones will be very well received by the 60+ young people across all sections of our Group.

Ideally, we are looking for 4 x Vango XL tents. These tents can be purchased for approximately £170 each. Any funding received by the Parish Council to go towards this purchase would be very much appreciated.

If there is any more information required to support this funding request, please don't hesitate to contact me.

I look forward to hearing from you.

Yours sincerely

Paul Farr

1<sup>st</sup> Kedington Sea Scout Group Secretary

07502 391828

paulftuba@gmail.com

# ANNEX 4



12<sup>th</sup> January 2022

Dear Parish Council,

We are writing to you on behalf of 1<sup>st</sup> Kedington Rainbows

We are writing this letter to ask if the Parish Council could provide a grant of £350 to enable us to purchase a new giant parachute, an outdoor game and some craft equipment including some new pens for all the girls to enjoy. We also have an upcoming activity that we could use the funds for as well.

We would really appreciate any support you can provide at this time.

Our bank account details are

1<sup>st</sup> Kedington Rainbows  
Account number: 40538094 sort-code 20-74-05

If you have any questions, please don't hesitate to contact me.

Kind Regards  
Emma Brown  
07914921422

[kedingtonrainbows@gmail.com](mailto:kedingtonrainbows@gmail.com)