

**MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL  
TUESDAY, 15<sup>th</sup> JUNE 2021  
HELD IN THE ROYAL BRITISH LEGION HALL, HAVERHILL ROAD, KEDINGTON**

**Present:** Cllr Ann Naylor (Chair)  
Cllr Karen Barber  
Cllr Tracey McAllister  
Cllr Debra Pateman  
Cllr James Stranger  
Cllr Terry Wheeler

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

**Also in attendance:** Suffolk County Councillor David Roach; West Suffolk Councillor Marion Rushbrook;  
Four Parishioners present.

**1 Parishioners Question Time and to acknowledge agenda items of interest to members of the public present.**

Parishioner stated that before the previous Clerk retired she was working to address an issue that concerned encroachment of the green at Calford Green. Chair confirmed that an Enforcement Officer from West Suffolk Planning had been to see the people concerned and they have now taken the matter on as they have more powers to deal with it than the Parish Council.

**2 Welcome and apologies.**

The Chair welcomed all present. Apologies for absence were received from Cllr Stella Wilsher (Vice-Chair) who was unwell, Mr Nick Clarke (West Suffolk Councillor) and Mrs Karen Richardson (West Suffolk Councillor).

**3 Co-option of Parish Councillor(s) to fill two vacancies on Kedington Parish Council**

The Parish Council had received one application for co-option from Mr Ross Standeven. The Chair invited Mr Standeven to give a brief resume about himself and his reasons for wanting to become a Parish Councillor and Councillors put questions to him. A resolution was put forward by Cllr Wheeler and seconded by Cllr Pateman that Mr Standeven should be co-opted as a Parish Councillor. There were no other resolutions; unanimously agreed. The Declaration of Acceptance of Office form will be signed in the Clerk's presence outside the meeting.

**4 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

**ACTION**

Clerk

5	<p><b>To agree and sign as a true record the minutes of the Meeting of Kedington Parish Council held on 18<sup>th</sup> May 2021.</b></p> <p>A resolution was put forward by the Chair and was seconded by Cllr McAllister, that the minutes of the meeting of Kedington Parish Council held on 18<sup>th</sup> May 2021 be agreed as a true record. There were no other resolutions; unanimously agreed. The Chair duly signed the minutes.</p>	
6	<p><b>Receive Visitor's Reports and reports from District and County Councillors</b></p> <p><b>Suffolk County Councillor David Roach</b></p> <p>Cllr Roach stated that enquiries into getting a 7.5T lorry ban on the B1061 have commenced. He has had a reply back from County Highways who state they are going to be undertaking a review of lorry routes throughout the County and are going to write to all Parishes to ask their opinion. Cllr Roach stated he thinks this will be a very long process and he thinks we have a case of it being more urgent than that. He will therefore carry on pursuing it. He thinks it's very important because any time there's a closure on the A143 it just brings "carnage" to the village and we have to have something in place. Cllr Stranger asked how a lorry ban would affect Kedington. Cllr Roach stated a ban on the B1061 would only be from the A143 to Calford Green and it would stop it being used as a cut through. There would still be an exemption for access only i.e. Nisa delivery, agricultural vehicles etc. Cllr Roach stated that at some point we will have to do a survey to establish traffic volume. He stated he will find out about the use of ANPR and hopefully get a meeting next week with the Cabinet Member for highways. Cllr Roach will send the Clerk an email with regards to his enquiries.</p> <p>With regards to signage around the Old School Field playground area. Cllr Roach stated that Suffolk Road Safety have been out and looked and he's not sure they've got the same idea of what we want as we have. Cllr Roach suggested that he and the Chair have a walk round to decide exactly what we want and then get back to them. Chair agreed that either she or Cllr Wheeler or the Clerk will do this. Cllr Roach agreed to liaise with the Clerk regarding this.</p> <p><b>West Suffolk District Councillor's Report</b></p> <p>Cllr Rushbrook apologised for the late submission of the report. She highlighted the increase in car parking costs and the cancellation of the Bury St Edmunds Christmas Fayre.</p> <p>Cllr Rushbrook advised the Council that a resident of Little Wratting had commented to her about the speed and volume of traffic on the B1061 and another resident had commented that there is more traffic going through Kedington since the A143 roundabout closure as people became used to driving through and have continued to do so. Cllr Rushbrook confirmed she is in communication with Cllr Roach and Bobby Bennett, Councillor for Little Wratting, regarding this.</p> <p>Cllr Rushbrook stated Clare and Cavendish and have just gone through the process of getting a temporary 7.5T lorry ban and it costs a lot of money. Cllr Roach gave some of his Locality Budget to this. She'll find out why they only got a temporary ban but it may be this has to done first before getting a permanent ban.</p> <p>Cllr Rushbrook disclosed she lives next door to Mike Sale, the Designer/Architect regarding the potential relocation of the Nisa Village Stores but they do not discuss this matter.</p>	<p>Cllr Roach</p> <p>Cllr Roach, Clerk, Chair or Cllr Wheeler</p> <p>Annex 1</p> <p>Cllr Rushbrook</p>
7	<p><b>Receive Clerks' Report – to include noting of correspondence received</b></p> <p><b>7.1</b> Letter received from Parishioner re concerns over the Nisa Village Store relocation.</p> <p><b>7.2</b> Email received from Parishioner re concerns over the Nisa Village Store relocation</p>	

	<p>Councillors are already aware of five separate emails and letters the Clerk has received objecting to the relocation of the Nisa. However, no planning application has been received as yet so no discussion is required and the documents are for information only. To respond to these communications by way of saying thank you but no planning application has been received as yet. Cllr Barber proposed aforementioned response, seconded by Cllr Pateman. There were no other resolutions; unanimously agreed.</p>	Clerk
<b>7.3</b>	<p><b>Parking bays on School Road</b></p> <p>Clerk updated that Scott Baker from Havebury has stated that this will now happen in July/August as they have had trouble sourcing the materials. He confirmed that the resident at number 29 will have an allocated disabled parking bay and other spaces will not be allocated to any particular property.</p>	
<b>8</b>	<p><b>Finance Committee</b></p> <p>Chair stated that the Finance Committee had re-convened on 8<sup>th</sup> June 2021, there having been no meetings since January 2021. Chair updated the Council on May 2021 payments, bank reconciliation, VAT claimed and received, VAT owed to date and that the Clerk would be claiming VAT back and making payments to HMRC quarterly. Chair advised that a new routine payments schedule had been agreed and that each month Councillors would be sent a net budget sheet, the payments list and the bank reconciliation.</p> <p>Chair advised there had been no grant uptakes or applications.</p>	Clerk
<b>9</b>	<p><b>Receive update on the Felling of Poplar Tree in Silver Street Park and agree course of action</b></p> <p>Chair advised that there have been issues with the Poplar tree in the Silver Street park and that it has been looked at by an expert and it is to be felled.</p> <p>Two quotations discussed to fell tree, clear site and grind out stump. Cllr McAllister proposed Council accept the quote from Tree Surgery Services, seconded by Cllr Pateman. There were no other resolutions; unanimously agreed.</p>	Clerk
<b>10</b>	<p><b>Discuss provision of a Christmas Tree for centre of village 2021</b></p> <p>Deferred to next meeting as Cllr Wilsher not present due to illness.</p>	
<b>11</b>	<p><b>Play Equipment</b></p> <p>11.1 Clerk advised Council that he is aware that at the last Council meeting on 18<sup>th</sup> May 2021 quotes were accepted from Mortimer Contracts to repair the picnic benches and playground gate and to repaint the overhead seesaw in the Old School Field park and that this work has not yet been carried out.</p>	Clerk

	<p>Clerk is also aware that at the Council meeting on 26<sup>th</sup> January 2021 a quote was accepted from Mortimer Contracts to make repairs to the same overhead see saw. In a letter to Mortimer Contracts the previous Clerk asked for this to be done after 1<sup>st</sup> April 2021 and for a damaged end cap to also be replaced. This has not yet been done due to supply issues.</p>	Clerk
	<p>Other work required at the Old School Field Park is to spray off the weed growth in the safety surface of the inclusive roundabout, trim the area to the sides of the main entrance gate and weed and spray the gravel at this entrance. Unanimous vote to ask Bob Dellar, RMS Tre Services, to carry out this work.</p>	Clerk
11.2	<p>Proposed new football goal post for Great Meadow. Clerk to continue chasing Mortimer Contracts until Monday 21<sup>st</sup> June 2021 or find alternate supplier.</p>	Clerk
12	<p><b>Environmental / Grounds Maintenance Matters</b></p>	
12.1	<p>Strimming around village. Cllr Wheeler wants to make amendments to specifications in the contract regarding strimming along the river bank in Silver Street Park. He would like to amend the contract in conjunction with the Chair, then have a meeting with Bob Dellar, RMS Tree Services, and agree the amended contract. The current contract expires at the end of this year. This was proposed by Cllr McAllister and seconded by Cllr Pateman. There were no other resolutions; unanimously agreed.</p>	Chair and Cllr Wheeler
12.2	<p>Discuss and approve quote to install gate at exit from Old School Field onto the Cut and then out to Mill Road. Four quotations were discussed. To ensure gate will be same quality as main gate in School Road and <b>if not then bring back to Council</b>. Cllr Wheeler proposed the Council accept the quote from The Green Room, seconded by Cllr Barber. There were no other resolutions; unanimously agreed.</p>	Clerk
12.3	<p>Consider cutting back front facing side of hedge bordering Old School Field in Mill Road and School Road. Clerk advised he has spoken to Trevor at MD Landscapes and he said they can't legally do this until after September due to birds nesting period. Trevor had also said that in previous years they have trimmed the top a little to encourage it to grow/thicken to form a noise barrier from the skate ramp. It will cost approximately £180.00. <b>Clerk to check with the Environment Agency if this can be done before September and if it can then do so</b>. Councillor Wheeler proposed we ask MD Landscapes to carry out this work, Cllr Standeven seconded. There were no other resolutions; unanimously agreed.</p>	Clerk

### 13 Highway/Footpath/Street Furniture matters

#### 13.1 Bus shelter on West End Lane junction Westward Deals.

Chair reported that a lady has visited the office concerned regarding the potential to fall backwards at the bus stop on West End Lane. However, West Suffolk Council have already looked into this and deemed there is no risk, it is acceptable. Cllr Rushbrook said she will also look into it. Clerk to forward to Cllr Rushbrook the relevant email. A parishioner stated he gives his permission to put a fence in place but takes no responsibility for it at all. Chair advised that if we take responsibility then if something happens we take liability for it too and she is therefore not happy to do this. She also reminded that West Suffolk Council have assessed it and deemed it to be no risk. Chair proposed to take no further action, seconded by Cllr Wheeler. There were no other resolutions; unanimously agreed.

Clerk

With regards to having a bus shelter on other side of road, Chair states it would be difficult to identify a location because it would please some Parishioners and not others. When the Limes gets developed there will be some money in the budget then that could be for a shelter but not practical at this time.

#### 13.2 Clerk advised two new dog bins were installed on 22<sup>nd</sup> May 2021 at the top of Kings Hill and at the Mill Road entrance/exit to Old School Field. entrance/exit.

#### 13.3 Clerk advised that a Look Both Ways sign had been installed on 22<sup>nd</sup> May at the Mill Road entrance/exit to Old School Field.

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

14.1 Update for children's sports and wellbeing activity day. Chair has booked this for 21<sup>st</sup> July 2021 0930-1530, with Dellar Sports for £600. KCA will let us use the hall and outside area for free. Temporary fencing will be put at the back on the day. Total of 40 children, 20 inside and 20 outside at any one time so is COVID compliant. For primary school age children, Reception to Year 6. Free to Kedington residents. If oversubscribed we offer to the younger children first. If undersubscribed we offer to children associated to village but they will have to pay £15 on day. Dellar Sports to use their risk assessment. Cllr Barber is making enquiries with the Rotary Club to see if they will sponsor the Activity Day and they can put their banner up. No food supplied due to allergies, children to bring a packed lunch. We will supply drinks and ice creams. Chair to make enquiries into getting an ice cream van. To be advertised via Kedington Primary School, Facebook and the Parish Council website. All places to be booked through the Clerk and final decision of places is with him. Cllr Barber said she could print flyers for free. Cllr Barber proposed the event taking place, seconded by Cllr Pateman. There were no other resolutions; unanimously agreed.

Chair

14.1 Discuss and approve new Document and Data Retention and Destruction Policy. Approval proposed by Cllr Stranger, seconded by Cllr McAllister. There were no other resolutions; unanimously agreed.

**15 Housing/Planning**

**Planning Applications Received from West Suffolk Council**

DC/21/1106/TPO	7 St Peters Drive Kedington CB9 7HT	No Objection
DC/21/1104/TPO	12 St Peters Drive Kedington CB9 7HT	No Objection
DC/21/0823/HH	17 Risbridge Drive Kedington CB9 7ZE	No Objection
DC/21/0310/HH	Dowlands Calford Green CB9 7UN	No Objection
DC/210311/LB	Dowlands Calford Green CB9 7UN	No Objection

**Planning Applications Granted West Suffolk Council**

DC/21/0837/HH	4 School Road Kedington CB9 7NG
DC/21/0532/HH	14 Mill Road Kedington CB9 7NW
DC/21/0250/LB	Bush Cottage School Road, Kedington CB9 7NG
DC/21/0189/TPO	11 Risbridge Drive Kedington CB9 7ZE
DC/21/0249/HH	28 School Road, Kedington, CB9 7NG
DC/21/0143/HH	27 St Pauls Drive, Kedington, CB9 7HS
DC/21/0074/HH	3 Dash End Kedington CB9 7QR
DC/21/0066/HH	Calford Green Cottage CB9 7UN
DC/21/0065/HH	Calford Green Cottage Kedington CB9 7UN
DC/21/0007/HH	52a Kings Meadow CB9 7NH

No other matters.

**16 Consultations**

- 16.1 No nominations.
- 16.2 Cllr Wilsher absent through illness.

**17 Events**

Next Council meeting on Tuesday 20<sup>th</sup> July 2021 at 7pm

**18 Any new matters (for discussion only)**

Cllr Wheeler stated the Parish Council is now responsible for the Remembrance Day Parade and service, although British Legion Branch will be doing it. This is because those higher up in the British Legion have decided that branches can't deal with it any more. Secretary Steve Brown will be forwarding completed road closure application to Clerk as Parish Council has to send it off.

Cllr Wheeler stated that he will get the booking forms for this hall for the Council meetings to the Clerk for completion. Branch decided last Thursday to charge the Parish Council for its use.

Clerk

Chair advised that Mr Naylor has taken over use of the Speed Indicator Device from Mr Rowsell. Clerk advised it only tells how many vehicles have passed by and at what speeds and there is no method of identifying vehicles. It has no ANPR facility, new equipment needed for that. It visually tells driver their speed. Cllr Wheeler stated speed bumps have been looked into before and Planning have turned down as too expensive. Chair to contact Cavendish Clerk as Cllr Rushbrook states they have had Police speed checks in the village as a result of using their Speed Indicator Device.

Chair

Councillor Stranger asked who is responsible for the allotments and was advised they are the Church's and Mr John Twitchett administers them. They are not the responsibility of the Parish Council.

Chair to speak to KCA re Cllr McAllister placing an article in it.

Chair

With regards to disabled access around the village, Highways are to send someone out to walk round village assess.

Chair

The date of the next meeting of Kedington Parish Council will be **Tuesday, 20<sup>th</sup> July 2021 at the British Legion Hall, Kedington**, commencing at 7.00 p.m.

The meeting closed at 8.30 p.m.

**Signed** ..... **Dated** .....

## **ANNEX 1**

Reports to Kedington Parish Council. Tuesday 15 June 2021

From Cllrs Nick Clarke, Karen Richardson and Marion Rushbrook



## **Shoppers to help guide the future of West Suffolk's high streets**

Shoppers and businesses are being asked to have their say on how future development will support local high streets and the economy.

This engagement will help inform the evidence we are creating to inform preparation of West Suffolk Council's Local Plan; it will help guide our policies and choices about future development in our towns.

As part of the local plan – which has to meet a Government timetable and be in place by 2023, West Suffolk Council wants to further understand how our town centres work, how people use them to consider how the local plan might help manage the economic success of our town centres.

From Monday 7 June residents will be selected at random to take part in a telephone survey, while town centre surveys will also take place with COVID security measures in place so households and shoppers can have their say.

## **Boundary review consultation**

The Boundary Commission has published its proposals to overhaul the electoral map. Residents are being urged to give their views in the eight week consultation process which closes on 2 August. Visit [www.bcereviews.org.uk](http://www.bcereviews.org.uk)

## **Future developments of West Suffolk's markets**

A dedicated task force is being formed by West Suffolk Council to assess the future development of the district's six markets. The committee will look at what our markets are doing and how best to sustain them in the future.

The authority operates six regular markets in Brandon, Bury St Edmunds, Clare, Haverhill, Mildenhall and Newmarket, although the size and regular stallholders of those markets varies from town to town.

## **Parking costs**

The first parking tariff increases in five years are to come in next month to help pay for important town centre services.

West Suffolk Council has suspended the tariff changes since April 2020 but with the lifting of restrictions on 17 May to support the reopening of leisure and hospitality alongside retail and the need for income to pay for town centre services, the new charges will now come into effect from 5 July.

These are the first increases in five years, and in some of the Newmarket car parks, they are the first in nine years. This is despite rising costs associated with maintaining and running car parks including resurfacing costs, and around £1m per year in Business Rates that the Council pays. There are also plans to invest further in parking infrastructure including more electric charging points and better signage.

Car park usage is almost back to numbers we saw pre Covid.

## **Bury St Edmunds Christmas Fayre cancelled**

West Suffolk Council has announced that they will not be organising a Bury St Edmunds Christmas Fayre this year in its current form. West Suffolk Council have said that a new 'Christmas in Bury St Edmunds' initiative has been launched by local councils and groups which will bring other events to the town over the festive period. The initiative will start in November and organisations and businesses are also invited to come forward with their events and ideas to be included in the programme. It is also

expected that West Suffolk Council will look to work with partners across the areas to see how other Christmas events can be put on to benefit the whole district.

### **Rough Sleepers**

Nationally, the government has awarded councils £203million as part of its Rough Sleeper Initiative to help reduce the number of people on the streets. Although there are fewer people on the streets but there are many in hostels

West Suffolk Council was awarded £505,142. This funding is being used to pay for the ongoing work of the rough sleeper team and use of the accommodation that the council has secured, to try to help support people and prevent them from returning to rough sleeping.

Reminder **StreetLink** ([www.streetlink.org.uk](http://www.streetlink.org.uk)). If you are concerned about someone over the age of 18 that you have seen sleeping rough you can use this website to send an alert to StreetLink. The details you provide are sent to the local authority or outreach service for the area in which you have seen the person, to help them find the individual and connect them to support. It is important to note that if you think the person you are concerned about is under 18 please do not contact StreetLink but instead call the police.

### **£1.5m funding to help vulnerable people carry on living at home**

Vulnerable people across west Suffolk will be able to receive support to carry on living in their own homes rather than having to go into hospital or care.

Independent Living in Suffolk has received the £1.5million funding for its work in west Suffolk from the Government's Better Care Fund.

The money will be available as grants to help pay for any adaptations to people's homes in order to help them carry on living there.

The adaptations can vary from a simple rail to more extensive works to provide access to facilities.

Enquiries will be assessed by Suffolk County Council and then West Suffolk Council will help people with the application process to support residents to carry