

KPC 127-06

**MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16th NOVEMBER 2021
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 Lynda Woodward
Cllr Sharon Eames

In attendance: Mr John Boxall (Parish Clerk)

Also in attendance: Mrs Marion Rushbrook (West Suffolk Councillor)
Six Parishioners present.

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

There were six Parishioners present.

2 Welcome, apologies and resignation

Debra Pateman resigned from the position of Parish Councillor on the 27th October 2021 for personal reasons. She feels she can't commit an appropriate amount of time to the role of Parish Councillor.

Cllr Standeven was not in attendance, apologies were received for work reasons.

3 Co-option of Parish Councillor

The Parish Council had received an application for co-option from Mr Jeffery Potter. Chair confirmed that all Parish Councillors had received copies of the application forms. Chair invited Mr Potter to give a brief resume about himself and his reasons for wanting to become a Parish Councillor. Councillors were then invited to ask questions of Mr Potter. Cllr Wheeler asked Mr Potter if he was willing to attend Councillor training sessions and he confirmed he was. Chair asked Mr Potter if he would be able to deal with negative comments about the Parish Council on social media, only being able to respond to them at Parish Council meetings. Mr Potter confirmed that he would. Mr Potter was asked to leave the meeting whilst Councillors discussed his application. A resolution was subsequently put forward by Cllr Wheeler and seconded by Cllr Wilsher that Mr Potter should be co-opted as a Parish Councillor. There were no other resolutions; unanimously agreed. Mr Potter returned to the meeting and the Chair confirmed that his application had been accepted. The Declaration of Acceptance of Office form will be signed by Mr Potter 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 disclosed

ACTION

Clerk

5 Councillors who were present to agree and sign as a true record the minutes of the meeting of Kedington Parish Council held on 19th October 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 Woodward that the minutes of the meeting of Kedington Parish Council held on 19th October 2021 be agreed as a true record. There were no other resolutions; unanimously agreed. Chair duly signed the minutes.

6 Receive visitor's reports and reports from District and County Councillors

Please see ANNEX 1 attached

ANNEX 1

Cllr Rushbrook advised how important it is to submit planning objections if there are any as West Suffolk Council do take note of them.

7 Receive Clerk's report: To include noting of correspondence received

7.1 Queen's Platinum Jubilee Beacons 2nd June 2022

Clerk advised that on 29th October 2021 he emailed an application to Councillor Roach for a grant of £627.37 for the beacon and the gas. This is the net cost as the associated VAT will be claimed back at the end of the relevant financial quarter.

7.2 Football goal post for Meadow

Clerk advised that Ross Van de Zande has collected the goal and commenced installation on Monday 8th November 2021. Unfortunately, there is an issue in that the goal posts don't fit completely into the ground sockets. This appears to be because of some spot welding at the bottom of the inside of the sockets. Clerk has contacted the suppliers and they are going to send us four replacement ground sockets at no cost.

7.3 New defibrillator

Clerk advised that Mr Jesson has made enquiries and the footpath in front of the butchers is owned by Suffolk County Council. He has been in touch with them and they have issued a licence, free of charge, for the installation of the post that will hold the CPAD. This licence can only be formally issued to the council of the area in which the installation is to be carried out, namely Kedington Parish Council. This requires the Clerk to complete an application form and return it to the street furniture department. Mr Jesson has part completed this form and sent it to the Clerk. Mr Jesson stated streetworks-qualified workers and supervisors are allowed to do the installation and the works be registered with Network Assurance to ensure there will be no damage to nearby underground services. He believes there may be a cost for this. As we have no such qualified workers he suggested the Clerk contacts Mr Colin Poole, the Haverhill Town Clerk, for further help and advice.

Clerk emailed Mr Poole asking if he knows of any such qualified workers that could install the post and if he has any idea how much it might cost.

Mr Poole has replied that cost won't be known until it is known whether or not there are any utilities in the immediate proximity of the location and whether any carriageway closures are required. He further states they can carry out the works as they hold the qualifications, if needed. He states that the first step will be to obtain a map of utilities outside the butcher's shop and that County Councillor Roach may be able to help with this. Councillor Roach has been asked about this and has replied that he has had a look on WS GIS map for utilities and there does not appear to be anything major outside the site.

He will double check with Suffolk County Council to see if they agree. He doesn't think the pole for the defibrillator will need to be deep enough to hit anything underneath and that any contractor would have to be sure that they did their own due diligence.

Clerk reminded Council that they previously agreed to donate £2500.00 towards the cost of the defibrillator and that this will remain unchanged.

Clerk

Cllr Roach

With regards to training in the use of a defibrillator. Cllr Standeven previously obtained a quote of £138 inc VAT per person. Cllr Eames stated that Peter Russell works for the Ambulance Service and may do some training. Clerk to contact Mr Russell.

Clerk

8 Finance Committee

- 8.1 Receive Budget update from Chair of Finance Committee.
Cllr Wilsher read out the contents of ANNEX 2

ANNEX 2

- 8.2 Grants – Sn 137, LGA 1972

8.2.1 Uptake

- a. Suffolk Accident Rescue Service
£250.00 paid on 1st November 2021

8.2.2 Applications

- a. Ketton Players

Clerk advised that the application had been discussed at the Finance Committee meeting on Tuesday 9th November 2021 where it was agreed to grant £450.00 to replace the black curtains for the stage extension.

Clerk

- b. Kedington Mothers and Toddlers

Clerk advised that the application had been discussed at the Finance Committee meeting on Tuesday 9th November 2021 where it was agreed to grant £150.00 to cover basic costs towards a Christmas Party for the children.

Clerk

- 8.3 Donation to Poppy Appeal

Clerk advised the agreed £95.00 donation was paid on the 4th November 2021.

- 8.4 Closure of Bank Of Ireland account and transfer of funds from Nat West account to Barclays account

Clerk advised that the Bank Of Ireland account is now closed and that as per the attached document at ANNEX 3 all of the transfers have been made in the presence of Cllr Naylor. This document is to be emailed to all Councillors.

ANNEX 3
Clerk

- 8.5 Budgeting and Precept application

Clerk advised that the Precept application has to be submitted by 25th January 2022. In previous years there has been a meeting of the Finance Committee and any other Councillors that wish to attend leading up to that to start preparing the application. Cllr Wheeler advised that this preliminary meeting is to agree how much we want to allocate to each budget heading. This is then presented to the Finance Committee to make any amendments as necessary and then submitted to the Parish Council for finalising.

Chair advised that our budget is currently on target and that some new budget headings have been added i.e. Dropbox and Scribe. Chair also advised that theoretically we can hold around 50% of the value of our precept in general reserves i.e. not including earmarked reserves.

Date for this preliminary meeting to be decided later. Cllr Wilsher advised that she would not be able to attend any daytime meetings.

Clerk

9 Play Equipment

- 9.1 Receive defect report(s) (if any); agree action
Clerk advised that everything is in hand.

- 9.2 Concrete skate ramp

Cllr Wheeler has been in contact with Wicksteed Playscapes to see how much it would cost to install a concrete centre box if it was ever decided to do so. He has sent them the specifications and awaits a reply. Chair advised we would still have to make enquiries with Environmental Health before anything happened. Item to remain on the agenda and can be carried forward as necessary.

Cllr Wheeler

10 Environmental / Grounds Maintenance Matters

- 10.1 Cutting Old School Field hedge
Clerk advised that the hedge has been cut.
- 10.2 Cutting/strimming the river area along the Cut, in Waterfield Meadow and Silver Street Park
Clerk advised this has not yet been done as it's just too wet at the moment. Chair advised she has spoken to MD Landscapes and they're coming back next week to do this by hand.
- 10.3 Cutting hedge (Dogwood) on Mill Road between the junction of Risbridge Drive and the wooden pedestrian bridge
Clerk advised that the hedge has been cut.
- 10.4 General upkeep of open space
Chair advised this relates to Silver Street Park and there is a budget of £1,000.00 in this year's precept for its upkeep. Consider paying someone to maintain the Park on an adhoc basis i.e. weeding, strimming, general tidying up. Silver Street Park is a focal point in the village but it is messy and needs maintaining. Chair has spoken to Andy Lyle regarding doing this when needed. Mr Lyle is a volunteer with the Kedington Community Association. He would be more than happy to do it, obviously at a cost. Regarding payment, in April 2022 the minimum wage goes up to £9.50 per hour but we have to bear in mind he will be providing all of his own equipment. Chair confirmed our Employer's Liability insurance would cover this. Cllr Wheeler suggested that Council should establish his hourly rate as a self-employed person and if it's within our parameters then pay that. Parameters discussed and decided to be up to £14 per hour. Cllr Wilsher proposed to pay up to £14 per hour, seconded by Cllr Potter. No other resolutions, unanimously agreed.

Chair

11 Highway/Footpath/Street Furniture matters

- 11.1 Provision of "Playground" sign on Mill Road (Chair to update)
- 11.2 Provision of "20's plenty" sign(s) on West End Lane and also Mill Road (Chair to update)
- 11.3 Placement of 30 mph sign on Mill Road (Chair to update)
Regarding items 11.1 and 11.2 and 11.3, Chair stated that last week she and Cllr Roach walked around the village viewing and discussing signage. There is an adequate supply of signs. However, one area of concern was West End Lane near the school crossing. There are "School" signs on each side of the road but Chair thinks we should consider putting 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 will try and get costings for this for the next meeting. All in favour of this.
- 11.4 Suffolk County Council lorry route review
Clerk highlighted that the review asks for the three most important issues associated with lorry movements in the community. Clerk suggested these could be discussed at the next Council meeting.

Chair

All Councillors

12 Any other reports (on-going matters)

- 12.1 Remembrance Day Parade Sunday 14th November 2021
Clerk updated that although he couldn't attend he is aware that the Parade and service went well and there were no issues to report. Clerk read out an email he had been sent by Steve Brown, the Parade Coordinator "Can you please pass on my thanks to Chloe Stone Network Coordinator Growth, Highways and Infrastructure Suffolk County Council for organising the Ipswich Company to close the roads for the Remembrance Parade in Kedington on Sunday. The team who attended did a splendid job - were on site in good time, had sufficient staff and signage and everything

went very smoothly indeed. I liaised with their supervisor Matt to go through the plan. They conducted themselves in a professional manner and I was very impressed with them.” Clerk sent this email yesterday, Monday 15th November 2021.
Letter of thanks to be sent to the British Legion for their support and tea and cakes afterwards.

Chair

12.2 Pedestrian Assistant

Clerk advised that he and Cllr Naylor were due to meet with a lady who had expressed an interest in the position on Monday 8th November 2021. On Friday 5th November 2021 the Clerk had sent the lady a job description that he had put together in conjunction with the School Crossing Supervisor at Suffolk County Council. On Monday 8th morning the Clerk had an email from the lady withdrawing her interest in the position and stating “Many thanks for your email attaching the job description. I have given this a lot of consideration over the weekend and have decided not to take this any further. I would like to thank you for considering me for the position and hope this will not cause you too much inconvenience and you can find the right person.” Clerk then sent the lady an email stating “I’m really sorry to hear this but many thanks for letting me know. I’m just wondering if there’s there anything in particular that’s brought you to your decision? Maybe something that could be some feedback for us that may help us to find a Pedestrian Assistant in the future?” On Thursday 11th November 2021 the lady replied “Further to your email the main reason for not considering the position is that I’ve worked at solicitors for many years and ideally would like to go back to this. There are local companies that will let me know when a position becomes available. Hope you find someone soon”.

Clerk stated that the issue remains as to whether the Council continues to advertise the position or not and for how long bearing in mind the precept application has to be submitted by 25th January 2022.

Cllr Wheeler suggested a time limit of the first week of January bearing this in mind. Advertising the vacancy up to Christmas and if nothing heard after Christmas then we don’t do it.

Cllr Eames suggested advertising it in the Ketton Review and the Stourhead Benefice News, in addition to where it’s been advertised before.

Cllr Wilsher proposed advertising the vacancy up to and including Friday 17th December 2021, seconded by Cllr Wheeler. No other resolutions, unanimously agreed.

Clerk

12.3 Office lease

Chair reminded Councillors that Kedington Parish Council does not have a lease for the office or the meeting room and has never done so. Chair stated that we need to have a lease. Chair reminded Councillors that the office and meeting room were opened in 2013, after the Parish Council spent funds to build it. Chair advised that she has sought advice from the National Association of Local Councils, their reply is attached at ANNEX 4 that Chair read out.

ANNEX 4

Chair has contacted Adams Harrison Solicitors who act on the behalf of the Kedington Community Association and they are not convinced that the building is the Parish Council’s even though the Parish Council paid for it. This will be looked into further by them.

Chair’s intention is that we work together with the Kedington Community Association to resolve this issue. Chair will ask for this to go on the agenda for their next meeting and will liaise with them.

Chair

Chair advised this process will incur legal costs but it must be done. All in favour of this.

13 Housing/Planning

13.1 Applications for discussion at meeting: None

13.2 Planning Applications – Observations conveyed by Parish Council
DC/21/1869/HH – 12 Dash End, Kedington, CB9 7QR Objections submitted

13.3 Planning Applications – Decisions received from Borough Council: None

13.4 Any other housing / planning matters: Land at Junction of Hall Road and Mill Road, Kedington

Chair updated Councillors of the Zoom meeting with the developers on Thursday 4th November 2021 following contact from Adam Davies of Strutt and Parker Estate Agents, who was present at the meeting (ANNEX 5). Those present included Dermot Edward from EHA Group, the developers, Mike Long an engineer and an architect from LAP. Issues spoken about included flooding, waste drainage, highways, access, public footpath, play equipment and affordable houses.

Rain water will be dealt with by way of a SUDS drainage system.

Waste drainage has been approved by Anglian Water. A Parishioner said it will be joining at the top of Dash End Lane.

They are engaging with Highways regarding pedestrian access to the development and to approve a crossing there. Not known as yet what sort of crossing it will be but they said it will be a minimum of double yellow lines. They were very aware of the issue of parking at the school run times.

Unknown as yet what if any footpaths will be around the access area.

There will be 12 affordable houses that will be handed over to the local housing authority, presumably Havebury.

Regarding play equipment, they had already considered installing some in the trees along the eastern side of the development that would be in keeping with the surroundings. They were happy to take our thoughts into account and will get back to us about this.

ANNEX 5

14 Events: Please bring your diaries

Chair advised that on Friday 17th December 2021 she and Cllr Wilsher will once again be escorting Father Christmas around the village, starting at around 6:00 pm. Chair proposed the purchase of sweets, lights and Santa outfit as necessary, seconded by Cllr Potter. No other resolutions, unanimously agreed.

Next Parish Council meeting to be held on Tuesday 21st December 2021 at 7pm in the Royal British Legion Hall.

Clerk

The meeting closed at 8:30 p.m.

Signed  Dated21st December 2021.....

ANNEX 1

Report for Kedington Parish Council. Tuesday 16 November 2021

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

Covid-19

Suffolk has just been granted the extra national resources that it asked for to help fight the rising number of cases of COVID-19 that we are facing.

West Suffolk Council (WSC) was part of the Suffolk Local Outbreak Engagement Board discussions that backed this request to Government and was on the call with the Parliamentary Under-Secretary of State for Vaccines and Public Health Maggie Throup on Friday 29 October when the additional support, funding and resources to help the NHS avoid unsustainable pressure, were agreed.

The additional support includes:

- Extra localised COVID-19 testing, often known as 'surge testing'
- Logistical support to maximise vaccine take up and help deliver door knocking campaigns
- Additional control measures in schools
- Communications funding and support
- Fast tracked escalation of issues through the Government's emergency response decision making processes

The environment

West Suffolk Council (WSC) has been named Regional Council of the Year in the Energy Efficiency Association, East of England Energy Efficiency Awards, for its work in helping residents and businesses cut carbon emissions and save money.

The award has been given for a number of areas of their work for example insulation of park homes across West Suffolk.

The award also recognised the Solar for Business scheme. WSC installed more than 10,000 solar panels at 63 business premises, saving them a collective £125,000 a year in reduced energy costs and cutting their carbon emissions by 900 tonnes per year. The scheme is free to businesses with the Council taking care of installation and maintenance costs while it also delivers a small income to the Council. The scheme is being promoted via the media and social media to encourage more businesses to take up this brilliant scheme.

Alongside this work, West Suffolk Council also offers Greener Business Grants which can see local businesses awarded up to £1,000 for eligible energy efficiency measures. This was again recognised in the award.

All of this sits alongside the Council's wider work to reduce its carbon emissions to net zero by 2030. They have invested in renewable technologies to provide electricity and heat as well as purchasing 100 per cent renewable electricity for their buildings, working to address and improve air quality, installed more electric vehicle charge points in Council owned car parks with more to be installed very soon and last year planted 1,500 trees.

There is still much more that the Council want to do to deliver even more cuts to carbon emissions as well as helping residents and businesses save money.

To find out more about Solar for Business, the Greener Business Grant or other support available to call 01284 757622 or email environment@westsuffolk.gov.uk

For more on the wider environmental work of the Council, visit www.westsuffolk.gov.uk/protecting-our-environment



We can help your business cut carbon emissions and its energy bills

We've installed over 10,000 solar panels at West Suffolk businesses cutting their carbon emissions by 900 tonnes a year and saving £125,000 off their energy bills.

We take care of all the set-costs, installation, monitoring and maintenance

Find out more about Solar for Business on 01284 757622 or email environment@westsuffolk.gov.uk

West Suffolk Council

Community Chest 2022-2023

The deadline for applications has now closed.

If you are interested in applying next year, please see the guidance for this year's application: [Community grants \(westsuffolk.gov.uk\)](http://www.westsuffolk.gov.uk/community-grants)

Funding to support households

The Government has recently announced funding to support households with housing costs. This briefing note sets out the key funding streams and the criteria used for the allocation of the funds.

In all instances where households are struggling with their housing costs, they should be encouraged to speak to the housing team about their situation who will then identify the best option for financial and other support (if applicable). For other financial advice, WSC will continue to refer customers to the Suffolk Support and Advice Service (SASS), a service set up specifically to support individuals and families to access support since the onset of the pandemic.

The following funding is available for the housing team to allocate, and they will do this sequentially to ascertain if the household situation meets the criteria of the individual funds.

1. **Discretionary Housing Payment (DHP)** – This is not a new fund and has been around for many years. Eligibility for DHP is assessed by Anglia Revenues Partnership (ARP) but the housing team also have an input. This will be the first fund to be considered by the housing team and must be spent by 31 March 2022.
2. **Household Support Fund (HSF)** – This is a new fund announced by government on 30.9.21. This is paid to upper tier authorities (Suffolk County Council). The vast majority of SCC's £5million

allocation will go to free school meals; holiday clubs; and a targeted approach to the most vulnerable in the county (details of this element of the funding should be directed to SCC. Of the £5million, £1 million has been allocated to district housing teams across Suffolk (the amount per district has yet to be agreed) to help with housing costs. This must be spent by 31.3.22.

3. **Homelessness Prevention Grant (HPG) – Winter 2021 Covid-19 rent arrears financial support** – announced on 23 October 2021 under the headline ‘support for vulnerable renters’, this is a top up of the council’s existing Homelessness Prevention Grant. Of the £65 million additional funding, West Suffolk has been allocated £137,593, on top of our existing allocation of £656,214. The government’s expectation is that we use the fund to maximise homelessness prevention for low-income private renters in COVID-19 related rent arrears in particular. Whilst there is no deadline for the allocation of this funding, there is an expectation that the top up award is allocated over the winter.

Survey launched as part of Haverhill town centre improvements

Shoppers and businesses are being asked to have their say on temporary measures used in Haverhill to encourage people to back local traders while staying COVID safe.

Partners want to capture views while they are fresh in people’s minds to inform any relevant improvements for the town centre that may come forward in the future.

As from the 25 October 2021 the High Street and associated roads returned to their pre-Covid state. the pre-existing Traffic Regulations Order which sets out how the highway can legally be used will fall back into place. This includes restricted access in the High Street between 10am and 4pm except for Blue Badge and permit holders. There will also be restricted access for all traffic in Queen Street between 10am and 4pm. Camps Road adjacent to Pea’s Market Hill will return to two-way traffic. Civil Parking Enforcement officers will be enforcing this as per the previous regime.

A survey has been launched and partners are keen to understand the views of town centre users such as shoppers and local businesses on the temporary changes to the town centre, including a barrier enforcing the traffic rules. The views from the survey will be shared with all town centre partners. It can be found at [Haverhill town centre temporary road closures \(smartsurvey.co.uk\)](https://smartsurvey.co.uk) and will be live from 20 October to 5 December.

Remembrance Sunday 14 November 2021

The three of us would like to thank the Parish Council and teams you worked with for arranging the event. The parade was well arranged and we were so pleased to see the residents turn out for the parade and attendance at the memorial – well done.

West Suffolk Council have been informed that the following Public Consultation Events for the proposed new hospital development will be held on the dates, times and venues as listed below:

Tuesday 16 November 2021: 3pm – 7pm - Mildenhall – The Jubilee Centre, IP28 7HG

Wednesday 17 November 2021: 2pm – 8pm - Bury St. Edmunds – The Apex, IP33 3FD

Thursday 18 November 2021: 3pm – 7pm - Sudbury – Assembly Room, Sudbury Town Hall, CO10 1TL

Tuesday 23 November 2021: 2pm – 6pm - Haverhill – Main Hall, Chalkstone Community Centre, CB9 0JB

Thursday 25 November 2021: 3pm – 7pm - Newmarket – Memorial Hall, High Street, CB8 8JP

Monday 29 November 2021: 4pm – 8pm - Stowmarket – Main Hall, Stowmarket Community Centre, IP14 2BD

Thursday 2 December 2021: 4pm – 8pm - Brandon – Brandon Leisure Centre, IP27 0JB

Tuesday 7 December 2021: 1pm – 5pm - Thetford – Main Hall, The Charles Burrell Centre, IP24 3LH

A virtual meeting will also be held on Monday 22 November 7pm – 8.30pm and can be joined using the following web address: <https://www.wsh.nhs.uk/Live-event>

For those unable to attend any of the planned events, the information available at the events and an online feedback form will be on the Trust website www.wsh.nhs.uk/planning from Monday, 1 November until Sunday, 12 December.

To make sure everyone has a chance to share their views, the online form is compatible with screen readers and the language can be amended.

ANNEX 2

Financial Report November 2021 Meeting

Accounts as of 31st October 2021

| | | |
|---------|------------|----------------------------|
| Precept | £84,070.00 | |
| Spent | £39,215.87 | 46.65% of our Budget spent |
| Balance | £44,854.13 | |

Plus Reserves £66,842.63 which includes our Earmarked Reserves as below

| | | | |
|----------------------|-----------|---------------|-------------------|
| Recreation Equipment | £3,000.00 | £981.89 Spent | £2,018.11 balance |
| War Memorial | £2,900.00 | | |
| West Suffolk Council | £2,500.00 | | |

Live as of 15th November 2021

| | |
|---|------------|
| Payments made since 31 st October | £1,948.17 |
| Balance of Precept on 15 th November | £42,905.96 |

£41,164.04 spent = 48.96% of our budget spent

ANNEX 3

Prior to 8th October 2021 the Bank Of Ireland (BOI) account held the balance of the reserves totalling £85,227.59 and the NatWest (NW) account held the balance of the precept totalling £29,451.23.

On 8th October 2021 the reserves balance £85,227.59 was paid into the NW account, the balance of which then totalled £114,678.82.

On 25th October 2021 following payments from the precept balance of:-

- £129.00 to Westcotec for SID brackets on 15th October 2021 and
- £1,384.52 to HMRC for PAYE on 15th October 2021 and
- £5.00 to TalkTalk for email service on 19th October 2021

the balance of the precept totalled £27,932.71, the reserves balance remaining at £85,227.59. The NW account balance then being £113,160.30

On 25th October 2021 the precept balance £27,932.71 was paid from the NW account to the newly opened Barclays account. The reserve balance £85,227.59 remaining in the NW account.

That same day the following amounts totalling £18,384.96, were also paid from the reserves held in the NW account to the precept held in the Barclays account

- £4,412.93 – this was a VAT reclaim that on 7th May 2021 was credited to the reserves held in the BOI account but should have been credited to the precept held in the NW account.
- £11,634.50 – this was a gratuity payment on 4th June 2021 to former Clerk Marion Farrant on her retirement that was paid from the precept held in the NW account but should have been paid from the general reserves held in BOI account.
- £1,194.66 – this was a VAT reclaim that on 23rd May 2021 was credited to the reserves held in the BOI account but should have been credited to the precept held in the NW account.
- £1,142.87 – this was payment for the Meadow goal on 29th July 2021 that was paid from the precept held in the NW account but should come from recreation ear marked reserves of £3,000 held in the BOI account.

Once these payments were made:-

- the reserves balance held in the NW account totalled £66,842.63 and
- the precept balance held in the Barclays account totalled £46,317.67

Total monies then held by the Parish Council equals £113,160.30.

Signed..... *A E Naylor* Date..... 25th October 2021.....

Chair of Kedington Parish Council

Signed.....  Date..... 25th October 2021.....

Clerk of Kedington Parish Council

ANNEX 4



t: 020 7637 1865
e: nalc@nalc.gov.uk

w: www.nalc.gov.uk
a: 109 Great Russell Street,
London WC1B 3LD

1 November 2021

Re: Client: Kedington Parish Council
Subject Matter: Building on charity land

I have been allocated this request to advise upon and I have seen your email dated 27 October 2021 together with a copy of a conveyance dated 15 October 1969 between Lawrence Albert Jesse Ford / George Owen Jackson and the Parish Council.

The issue in this request is whether the Parish Council should have a lease for a building that it has erected on charity land.

The Kedington Community Association is a charity set up in 1968 holding land in the parish. By the above mentioned 1969 conveyance the land was transferred from the charity trustees to the Parish Council to hold as custodian trustee. The charity trustees remain separate from the Parish Council.

I am told that in 2013 the Parish Council, with the permission of the charity trustees, erected a building on part of the charity land. I understand that this building is occupied by the Parish Council as its offices. There is no lease in respect of the building.

On the information that I have the current position is that the building is the property of the charity and is occupied on an informal basis (probably a licence) by the Parish Council. Although the Parish Council is the legal owner of the land it has no rights in the use of the land and must act in accordance with any instructions from the charity trustees. Because the building is on charity land it belongs to the charity. To put the Parish Council into a position where it has control of the building there needs to be a formal arrangement (lease) of the building by the charity to the Parish Council. As the Parish Council is the legal owner of the land it would be a lease from itself as legal owner to itself as beneficial tenant. However, as stated above, the Parish Council must do whatever the charity trustees instruct it in respect of the land and therefore the lease can only go ahead if the charity trustees instruct the Parish Council to take that action.

If the charity trustees refuse to give the instruction for the lease the only thing that the Parish Council could do would be to take a court action against the charity forcing it to grant a lease on the basis that the agreement for the building to be erected implied a lease. However, this would be an equitable remedy which means that the court would have discretion whether or not to grant it.

In either case it is important for the Parish Council to instruct a solicitor familiar with commercial conveyancing to implement the relevant course of action.

I hope that this clarifies the position but if the council requires any further information or advice, please contact NALC again.

ANNEX 5

Cambridge office

Strutt & Parker
66-68 Hills Road
Cambridge
CB2 1LA

Telephone 01223 459500

Cambridge@struttandparker.com

Strutt & Parker is a trading style of BNP Paribas Real Estate Advisory & Property Management UK Limited, a private limited company registered in England and Wales (with registered number 4176965) and whose registered office address is at 5 Aldermanbury Square, London EC2V 7BP.

Regulated by RICS

Mr J Boxall

Parish Clerk

Kedington Community Centre

Arms Lane

Kedington

CB9 7QQ

By email: clerk.kedingtonpc@tiscali.co.uk

Telephone: 01223 459453

Email: adam.davies@struttandparker.com

19th October 2021

Dear Mr Boxall

RE: Reserved Matters application for 40 Homes; Land at Junction of Hall Road and Mill Road, Kedington, Suffolk

I write on behalf of our client EHA Group, who acquired the above site earlier this year. Strutt & Parker are

assisting them and their design team with the preparation of a reserved matters planning application, following the grant of outline planning permission, for 40 new homes at the site. It is hoped, following a

favourable determination of the reserved matters and the discharge of the pre-commencement conditions

that the development can be commenced in Spring 2022.

As you will be aware, the site was allocated within the St Edmundsbury BC, Rural Vision 2031 (September

2014) as a medium term allocation. It was subsequently granted outline planning permission under application reference DC/14/1751/OUT, on the 21st January 2021, for a residential development of up to 40

new homes, alongside access, a new junction, open space, and associated infrastructure.

EHA Group now intend to bring the site forward and deliver these new homes within the Village. In order to

do this a high-quality scheme is currently being developed for submission for reserved matters approval in

respect of appearance, layout, and scale. The current layout and street scenes which have been prepared

to date are enclosed to illustrate how this could be achieved. These initial proposals were prepared having

regard to the original outline permission, the site specific development brief, site characteristics, and technical work undertaken by our client's highway and drainage consultants. These latest drawings have

then been refined following a period of pre-application engagement with Officers at West Suffolk Council

and we feel they could now form the basis of a detailed reserved matters scheme. From the planning history, we appreciate that the Parish Council previously raised significant concerns in relation to the site's allocation and the outline planning application. While we understand that such concerns are probably still relevant for the community, from our client's perspective the outline permission has established the principle of the development, and as such they are committed to delivering these new homes.

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It should be noted that, in addition to the provision of 12 new affordable homes, which through the nomination

clauses in S106 Agreement could be made available to people from the local community, the development

will also potentially provide the following S.106 contributions to be sent on local facilities in the area:

- £176,499 primary school contribution
- £159,166 secondary school contribution
- £51,252 play space contribution
- £40,172 community sports facilities contribution
- £17,980 public open space contribution
- £15,000 bus stops improvement contribution
- £8,640 libraries contribution.

We would like to think that the current proposals are in alignment with the expectations of the local community, having regard to the outline approval and the approved brief for the site. We consider that the

proposed housing mix reflects current local market demand, especially the increased preference for slightly

larger properties which allow people to work from home more frequently and commute less. We also believe

it is important to recognise that the population in villages are aging, house occupation rates are in decline

and therefore the introduction of new families is important to help sustain, schools, services and facilities.

We appreciate that local knowledge can be invaluable and the new residents from this development will

become an important part of the community. Accordingly, we would welcome any comments the Parish

Council may have at this stage of the scheme development, as we move towards the submission of a reserved matters application.

In order to facilitate a formal submission in late November, we would be grateful if any comments could be

provided by Friday 5th November 2021.

If you have any questions about the scheme, please do not hesitate to contact me.

Yours sincerely,

Adam Davies

Senior Associate Director

Cambridge Planning

Strutt & Parker