

KPC 127-07

**MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL  
TUESDAY, 21<sup>st</sup> DECEMBER 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 Ross Standeven  
Cllr Lynda Woodward  
Cllr Jeffery Potter
- In attendance:** Mr John Boxall (Parish Clerk)
- Also in attendance:** Mr David Roach (Suffolk County Councillor)  
Four Parishioners present.

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

**1.1. Calford Green common land boundary marking**

Mr Ian Evans, resident of Calford Green, stated that the Green becomes a "swamp" at this time of year and every year people drive off the hard areas of the Green onto the grass area and they get stuck. This is cutting up the Green. The damage self-repairs to some extent but it is getting worse and worse. They all have to be towed out that costs them money. Mr Evans stated his solution has always been to put some kind of indication to people that they shouldn't drive onto the Green. He started by putting 3 feet plastic posts around the Green but this "went down like a lead balloon" and he was asked at that time to remove them by the Parish Council.

Mr Evans made representations that a better resolution now would be to place some fairly small thin white posts around the Green similar to those in Burrough Green. Mr Evans said he has tacit support from quite a few of the people who live around the Green but he hasn't canvassed anyone as this would be the Parish Council's job. Mr Evans stated the cost would be modest and he would be happy to install the posts himself. He would also be happy to take them down and reinstall them during the summer months when the ground was harder and you can drive on the Green and only get a little bit stuck and also for the Green to be mowed. Mr Evans proposed placing the posts 2.5m to 3m apart and 18" tall for about the first 20 or 25 yards of the Green as this is where people mostly come off the Green. He said they'd look smart and inoffensive. Mr Evans has contacted Bradnam's Timber Merchants and been quoted £118.00 inc VAT for 50 x 800mm long, 2"x2" wooden stakes and has also sourced white preservative paint for £64.62, a total of £182.62. See ANNEX 1.

Cllr Naylor advised that this issue came up a couple of years ago and was dismissed because the previous Clerk wrote to Calford Green parishioners and they decided against it. Cllr Naylor advised that permission from the Secretary of State is needed to put anything on common land. Cllr Naylor advised that the land at Burrough Green belongs to the Parish, it is not Common Land. Cllr Naylor suggested that the best way forward would be to write again to the Calford Green parishioners and seek their views.

Mr Evans stated that because the Green has no demonstrable owner the Parish Council acts as the owner and he does not believe the Parish Council would have to go to the Secretary of State. Cllr Naylor disputed this as she has previously checked the legislation, but she will do so again.

ACTION

ANNEX 1

Mr Evans also questioned how many parishioners were asked on the previous occasion as it really only affects the six houses that surround the Green and possibly a couple of others on the other side of the road. Mr Evans believes that any questionnaire should be limited to those parishioners.

Cllr Wilsher agreed with Mr Evans with regards to whom any questionnaire should be sent to.

Cllr Potter suggested that the Clerk should express his view. Clerk advised that there is a sign on the Green already that says "No driving on the Green". Cllr Woodward suggested adding the wording "Soft verge". Mr Evans advised that the sign has been there for at least 10 years. Clerk advised that he thinks the residents of Calford Green should be asked and he thinks it should be more than just those who live around or opposite the Green.

Mr Evans asked that any questionnaire contained a description of what the posts would be and would look like. They would be a visible reminder, not a physical barrier. Another Parishioner suggested advising that there is a similar example elsewhere for parishioners to look at.

Cllr Potter said that we first need to establish if we are allowed to do anything and if we are then we should proceed.

Cllr Wheeler has no objections stating the posts are a visual effect and it works and that if he lived there he would like more substantial barriers.

Cllr Woodward asked why people drive on the Green. Mr Evans advised that some have been people visiting his address in error or delivery drivers and that in order to avoid a car coming out of his neighbour's drive they've driven onto the Green rather than just stopping. Mr Evans stated this happens year after year and that for many years he repaired the damage himself but he's not going to anymore.

Cllr Woodward suggested having proper signage saying it's a soft verge and/or the black plastic matting that the grass grows through. Another Parishioner said this is called Grasscrete. Cllr Woodward suggested that if you have small posts they will not stop you going onto the Green if you have to. Mr Evans advised that Grasscrete would be a huge cost to provide.

Cllr Naylor suggested that the ones similar to those on the grass area outside the Limes might be more suitable. Cllr Wilsher queried the damage they may cause to a vehicle. Cllr Wheeler thought more substantial wooden posts painted white would be more suitable also, provided they were signposted and everybody was aware. Mr Evans believes this option would be too expensive.

Clerk advised that the posts at the Limes are not going to stop a car but what they are going to do is cause more damage to the car and to the ground they're fitted into than a small post that will simply fall over when hit. Clerk questioned are we looking at physically trying to stop vehicles going on to the Green or are we just wanting to simply make the boundary of it more visible. Mr Evans believes his suggestion of marking the boundary is more appropriate.

Cllr Naylor asked that we first research who we need to make contact with and that after Christmas the Parish Council writes to the parishioners of Calford Green to seek their views. Cllr Naylor advised she will speak to West Suffolk Council and check the legislation. Cllr Standeven suggested raising awareness via the website of the need to not drive on the Green. Mr Evans advised that delivery drivers are the worst offenders and would not view the website.

Mr Evans advised when asked that the posts are not concreted in, they simply push in or can be hammered in. They go in about one foot and when pulled out will leave no damage, just a hole that will self-repair.

Mr Evans clarified that he suggests that the posts go down the sides of the two access roads across the Green only, not adjacent to the main road.

Cllr Potter asked and Cllr Naylor confirmed we will contact all the residents of Calford Green. Mr Evans agreed with this.

Cllr Wheeler suggested we also look into the cost of two soft verge signs.

Cllr Naylor asked and Cllr Wilsher volunteered to lead on this proposal with Mr Evans.

Chair

Cllr Wilsher

**2 Welcome, apologies and resignations**

Cllr Barber and Cllr Eames are 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 Chair to sign as a true record the minutes of the meeting of Kedington Parish Council held on 16<sup>th</sup> November 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 Wilsher that the minutes of the meeting of Kedington Parish Council held on 16<sup>th</sup> November 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**

Please see ANNEX 2 attached.

Cllr Roach advised that the collapsed soakaway in St Pauls Drive has been temporarily repaired by Suffolk County Council and the footpath has been reinstated. The soakaway was faulty and is the responsibility of the developers to repair, but he doesn't know when this will happen.

With regards to the 7.5T weight restriction application, as far as Cllr Roach knows they are waiting for a response from Essex County Council. However, he will investigate getting a temporary/experimental Traffic Regulation Order that could last up to 12-18 months.

**6 Receive Clerk's report: To include noting of correspondence received: None**

Cllr Potter asked for updates on the following:-

- Grant application for the Queens Jubilee beacon and gas. Clerk advised that he received notification yesterday that this has been accepted and that the money should be in the bank account tomorrow.
- Replacement ground sockets for the Meadow goal. Clerk advised this is in hand and the original sockets are being returned to us as they were not faulty.

**7 Finance Committee**

- 7.1. Receive Budget update from Chair of Finance Committee.  
Cllr Wilsher read out the contents of the document at ANNEX 3

- 7.2. Finalise and agree budget/precept for financial year 2022/2023  
Cllr Naylor advised that this was discussed at the Finance Committee meeting on the 14<sup>th</sup> December 2021. Chair advised that in previous years since 2016 the precept had been underspent. Clerk advised that it was subsequently decided by the Finance Committee not to increase the precept application for the financial year 2022/2023 and to keep it at £84,070. However, as there have been no applications for the Pedestrian Assistant vacancy it was decided the precept application should be reduced to £81,570, a reduction of £2,500 that was the budget for a Pedestrian Assistant. Clerk advised that more individual budget headings have been added to the budget and the same cost codes added to Scribe as this will allow for greater awareness of what is being spent and on what. Clerk further advised that more Earmarked Reserves have been added for training, legal fees and the Queens Platinum Jubilee celebrations. This will reduce the amount of general reserves we hold.  
Cllr Potter said that he thought it was the right thing to do to keep the budget the same as it was last year. However, because of the lack of a Pedestrian Assistant, did we really want

ANNEX 2

Cllr Roach

ANNEX 3

to be setting a lower precept as a result of that, whereas that money might be able to be used for other child safety measures. Clerk advised that in effect the precept has been kept the same as we don't now need the budget for a Pedestrian Assistant. Bearing in mind there have been underspends in previous years and we have currently spent only 51.57% of this year's budget, meaning there's likely to be an underspend this year also, it would be difficult to justify doing anything other than what is proposed. Chair confirmed that we can only ask for what we know we're going to need.

Chair advised that the issue of child safety is very important to the Parish Council and that there is money in the general reserves to spend if needed.

Cllr Potter asked what would happen if in the future someone decided they did want to apply to be the Pedestrian Assistant, how would it be funded. Chair stated if that did happen then money in the general reserves could fund this.

Chair asked and Cllr Wheeler confirmed that he was happy with the budget and precept application, as did Cllr Woodward and Cllr Standeven.

Cllr Wilsher proposed that the precept demand for the financial year 2022/2023 for Kedington Parish Council be set at £81,570.00 and Cllr Wheeler seconded the proposal. There were no other resolutions; unanimously agreed.

## 8 Play Equipment

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

Clerk advised that everything is in hand. He has removed the tape that was around a swing's two chains and is chasing Chris Mortimer regarding repairing the damaged end cap on the cross scales.

## 9 Environmental / Grounds Maintenance Matters: None

## 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 made contact with Suffolk County Council regarding the signage they thought was best. This was after she and Cllr Roach had walked around the village. Their eventual response after much chasing that she received this evening, was that she needed to go onto a website to have a look at signage and do a map etc. and she will do this.

Chair

Mr Jenkinson, a parishioner asked for an update on the data from the Speed Indicator Device. Chair advised the data hasn't yet been downloaded and offered to email it to Mr Jenkinson when it has been, an offer he accepted.

Chair

Cllr Potter brought up the subject of minor damage around the village that Chair had emailed Councillors about. Chair advised that the picnic table in Old School Field would have to be rubbed down and repainted. However, it had only been done 2-3 weeks before the first damage had been caused to it and she didn't see why we should spend more money on it at the moment. Cllr Potter agreed. Chair advised that the skate ramp signs are going to be put back up where possible. The Give Way sign from School Road onto Mill Road has been found but it is buckled and she has submitted a Highways Report to Suffolk County Council regarding it.

Chair

Chair advised Councillors that if they are aware of anything that needs reporting to Suffolk County Council they can do so on the Highways Reporting tool on the Suffolk County Council website.

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

### 11.1 Pedestrian Assistant

Clerk advised that during the time the job vacancy had been advertised there were two expressions of interest. The first person did not subsequently apply for the job as detailed in agenda item 12.2 of the last meeting on 16<sup>th</sup> November 2021. The second person did

also not apply for the vacancy and has not been in touch with the Clerk since he sent her a Person Profile/Job Description and application form prior to the closing date of 17<sup>th</sup> December 2021.

Cllr Wheeler asked if he could update Council regarding the skate ramp (see agenda item 9.2 of the last meeting on 16<sup>th</sup> November 2021). He advised he'd had an email from the area manager of "Wicksteed" and they were not interested in doing it. They put him in touch with another contractor, Gravity Skate Parks, who quoted £30,000 for a "driveway". Cllr Wheeler contacted them to confirm he'd sent them the specification for the skate ramp. Gravity Skate Parks confirmed he had, said they'd get back to him but haven't. Cllr Wheeler believes a lot of companies will not undertake this partial skate park installation and will over price for it. Plus, we have no reports on noise level for that sort of equipment. Chair believes noise level will be an issue whatever with Environmental Health, as previously discussed. Chair's view is that if Council do consider anything like this in due course then the proper advice is sought first.

Cllr Wilsher's view, as previously discussed, was to leave things as they are, there have been no complaints of noise and the skate park is still being used. Cllr Potter and Cllr Woodward agreed. Cllr Standeven declined to respond.

#### 11.2 Parking

Chair advised that issues regarding parking at school drop off and pick up times will probably be ongoing. At the last meeting of the Kedington Community Association the issue of parking was raised again and they are going to contact Kedington Primary Academy regarding consideration of bringing back the walk to school bus from the Kedington Community Association car park to the school. This has been tried unsuccessfully in the past. Chair has asked the Kedington Community Association to keep Council updated. Kedington Community Association have said they won't be responsible for unlocking and locking the gate and if the school want to take on the responsibility of the walk to school bus then the school will have to take on responsibility for the gate too. Chair advised the Kedington Community Association that she didn't think it was fair to expect Parish Councillors to do this.

Cllr Standeven commented that the impact on parking when they start building the Limes will be interesting, with trucks in and out all day. Plus, the workers themselves will need somewhere to park.

Chair advised that long term the Limes may actually help the parking issue as there will be more children from the village going to the school and less from elsewhere, thus reducing traffic coming into the village. Cllr Standeven commented that some of the vehicles that park on Mill Road near to the school are from the village.

## 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:

DC/21/1701/HH – 93 Westward Deals, Kedington, CB9 7PJ - Approved 25<sup>th</sup> November 2021

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

Chair advised that in an email received yesterday, Adam Davies of Strutt & Parker confirmed that the Reserved Matters planning application and a separate application that seeks to discharge a number of the planning conditions has now been submitted and will be validated by West Suffolk Council. He understands the Council do have a backlog and this may take some time.

Chair advised that the outline planning permission was approved in 2014 and that the Sec 106 money has also been agreed. Chair then read out part of the attached document explaining a Reserved Matters planning application ANNEX 4.

Other documents and plans relating to the application are available on the West Suffolk Council website.

**13 Events: Please bring your diaries**

**13.1 Meeting dates for 2022**

These have been emailed to all Councillors.

Chair thanked everyone who helped with Father Christmas' visit to the village last Friday, 17<sup>th</sup> December. The event raised just over £200 for the Kedington Community Association.

Next Parish Council meeting to be held on Tuesday 18<sup>th</sup> January 2022 at 7pm in the Royal British Legion Hall.

The meeting closed at 8:15 p.m.

Signed ..... A E Naylor ..... Dated .....18<sup>th</sup> January 2022.....

## ANNEX 1

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## ANNEX 2

### Free car parking in Bury St Edmunds

Greene King and West Suffolk Council are both making additional weekend parking available, so people can Park and Walk to beat the busy town centre car park queues.

The council's Olding Road car park, which is about 10-15 minutes-walk from the town centre and has 300 spaces, will be available to the public to use at no cost to users at weekends.

Greene King is making 200 spaces at its car park off Cullum Road available for parking from 8am to 5pm. The car park is approximately 10-15 minutes' walk from the town centre.

Both car parks are available for four weekends in the run up to Christmas and started on 27 November.

For further information:

<https://www.visit-burystedmunds.co.uk/christmas-in-bury-st-edmunds-and-beyond>

### Fly-tipping

Sergeant Brian Calver, police officer from Suffolk police's rural crime team has urged anyone with information about those responsible for fly-tipping to come forward following an increase in incidents across west Suffolk in recent weeks.

West Suffolk Council stressed that it did not necessarily mean residents in the areas were responsible - as people often travelled to tip their waste.

Anyone with any information about people fly-tipping can report it to Suffolk police on 101, their local authority, the Environment Agency or Crimestoppers.

### Consultation

National Planning Policy requires the Council to identify and maintain a five year supply (and an appropriate buffer) of deliverable land for housing. The report is required to be robust, using up to date evidence and should be updated at least once a year.

The Council has prepared a report setting out the housing land supply position for the five years from 1 April 2021 to 31 March 2026, taking a baseline of 31 March 2021. The report demonstrates we have a 5.6 year supply of deliverable housing land (with a five percent buffer) available to meet the housing requirement. This will strengthen the Council's position in resisting unwanted speculative housing development.

The Council has published the report for consultation, to ensure it is robust to withstand any potential challenge at appeal. Please click on the link below to view the consultation document:



[West Suffolk Five Year Housing Land Supply report 2021 - West Suffolk Planning Policy Consultations \(inconsult.uk\)](#)

The consultation will run for four weeks commencing on Monday 22 November 2021 and ending on Monday 20 December 2021. Comments are invited on both the methodology used and sites included.

## Community Restart

Funding is available to community groups through the Suffolk Community Restart Programme. The aim of the fund is to enable Voluntary and Community Sector Enterprise (VCSE) organisations to restart previous activities safely and/or to support them to switch to new ways of working. The fund is administered in partnership with Community Action Suffolk and there are currently two funding streams available (until March 2022); one for community groups and one for sport groups. Further information can be found through leaflet (see link below) or by visiting Community Action Suffolk's website (see link below). Please do promote this fantastic funding opportunities to allow our communities to restart.

[Ready, set... restart - Community Action Suffolk Community Restart leaflet \(westsuffolk.gov.uk\)](#)  
[Suffolk Community Restart - Community Action Suffolk](#)

Finally, the three of us wish you all a happy and healthy Christmas. We look forward to working with you in 2022.

## ANNEX 3

### Financial Report December 2021 Meeting

#### Accounts as of 10<sup>th</sup> December 2021

Precept	£84,070.00	
Spent	£43,002.36	51.15% of our Budget spent
Balance	£41,067.64	

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		
Legal Fees	£2,000.00		

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#### Live as of 21<sup>st</sup> December 2021

Payments made since 10 <sup>th</sup> December	£353.00
Balance of Precept on 21 <sup>st</sup> December	£40,714.64
£43,355.36 spent = 51.57% of our budget spent	

## ANNEX 4

### **Application for Approval of Reserved Matters following Outline Approval**

*Article 6 of The Town and Country Planning (Development Management Procedure) (England) Order 2015*

The Application for Approval of Reserved Matters form should be used after an outline planning application has been approved.

A reserved matters application deals with some or all of the outstanding details of the outline application proposal, including:

- **appearance** - aspects of a building or place which affect the way it looks, including the exterior of the development
- **means of access** - covers accessibility for all routes to and within the site, as well as the way they link up to other roads and pathways outside the site
- **landscaping** - the improvement or protection of the amenities of the site and the area and the surrounding area, this could include planting trees or hedges as a screen
- **layout** - includes buildings, routes and open spaces within the development and the way they are laid out in relations to buildings and spaces outside the development
- **scale** - includes information on the size of the development, including the height, width and length of each proposed building

The details of the reserved matters application must be in line with the outline approval, including any conditions attached to the permission. If your proposals have changed in any way, you may need to reapply for outline or full planning permission.

Some, though not all, details may have been formally submitted and approved at the outline application stage, if the applicant chose to do so, or the council insisted.

The outline decision notice, issued by the council, will state which matters were reserved for later approval.

Permission lasts for two years from the last date that the reserved matters were approved, or, three years from the date that outline planning permission was approved – whichever date is the later.

**Please note:** Outline permission is not a permission to start work on site. The permission notice will state which matters have been reserved for later approval. When all of the reserved matters have been approved, work may begin on the site.

It is often helpful to discuss your proposal with your local authority before you send in your application – this is known as ‘pre-application advice’. Your local authority will normally have details of how to go about this on its website.