

APM 2023

**MINUTES OF ANNUAL PARISH MEETING  
TUESDAY 23<sup>rd</sup> MAY 2023  
HELD AT THE BRITISH LEGION HALL, KEDINGTON**

<b>In the Chair:</b>	Mrs Ann Naylor	Chair of Kedington Parish Council
<b>Present:</b>	Mr Peter Deeks	Kedington Parish Councillor
	Mr Jeffery Potter	Kedington Parish Councillor
	Mr David Roach	Suffolk County Councillor
	Mrs Lynda Woodward	Parishioner
	Mrs Marion Farrant	Parishioner
	Mr Mike Shearer	Parishioner
	Mr John Boxall	Parish Clerk

**1. Welcome and Introductions.**

The Chair of Kedington Parish Council, Ann Naylor welcomed all present and thanked everybody for attending.

**2. To approve the minutes of the previous Annual Parish Meeting on Tuesday 24<sup>th</sup> May 2022.**

A resolution was put forward by Cllr Naylor and seconded by Cllr Deeks to agree the minutes of the Annual Parish Meeting held on 24<sup>th</sup> May 2022 at which they were both present, as a true record. There were no other resolutions; unanimously agreed. Chair signed the minutes outside the meeting.

**3. Report of Parish Council Chair: Ann Naylor.**

The Chair presented her report (ANNEX 1)

**4. Parish Council financial report 2022-2023: Clerk John Boxall.**

The Clerk presented his report (ANNEX 2)

**5. Report of County Councillor: Cllr David Roach.**

Councillor David Roach presented his report (ANNEX 3)

Mrs Farrant asked why Suffolk County Council continues to use Kier to do their highways and pot hole work. Cllr Roach advised that they have a contract until October at which time a new company, Mainline, will take over. A discussion followed regarding the quality of Kier's work. Cllr Roach advised to report any issues on the Highways Reporting Tool and a discussion followed regarding this.

A discussion took place regarding flooding in Dash End Lane. Chair advised that this is on the list to be dealt with and quoted an email from Suffolk County Council on 24<sup>th</sup> March 2023 stating "Thank you for contacting us regarding the flooding on Dash End Lane in Kedington reported under reference number 357944. Please quote this reference number in any future contact with us relating to this issue. We can now provide you with the following update from Suffolk Highways:

Please accept our apologies if you haven't received an update from the drainage team on this location since your correspondence last year. One of our drainage engineers has assessed the location and has put forward designs for raising the kerbs along the affected properties frontage with additional drainage in the area to hopefully gather the water more successfully off the highway. The works are booked for July but there can

be circumstances where the road closure is postponed, such as emergency gas leaks in the area, but would be re booked as soon as possible. Thank you for your patience.”

#### **6. Report of West Suffolk District Councillors.**

Chair advised that none were present as they are at another meeting. Cllr Roach advised it is the first meeting of the new Council since the recent elections. There was no report from them.

#### **7. Reports from Village Organisations.**

Clerk summarised a report from the Women’s Institute advising that membership now stands at 51, that is good news for the Centenary Year. The Centenary bench is waiting to be sited on the river bank, hopefully in the next few weeks.

Clerk summarised a report from the Gardening Club advising it is still thriving with an average of 20 members per meeting.

Chair summarised a report from the Mother’s and Toddler’s Group advising that financially over the last couple of years they are doing well, having gifts at Christmas and Easter. New toys have also been purchased. A storage shed has also been obtained with the help of sponsorship by Persimmon Homes and a grant from Kedington Parish Council. Attendance is between 12 and 15 families.

Mrs Farrant advised that she is not present to represent the Church but stated:-

- the Duck Race yielded approximately £670.00, that is down on previous years.
- there will be no open gardens this year.
- the Parish Share has risen to £28,000 for this year.
- the St George’s Day Spring Fayre was successful, raising approximately £645.00.
- coffee mornings are still doing okay, raising approximately £65 to £70 per week.

#### **8. Questions.**

Mrs Farrant advised that a set of steps on Haverhill Road, that she thinks belong to Havebury, are in need of repair/maintenance. As are a set of steps that go up to Dane Common, she doesn’t know who owns these. Clerk to identify and contact the owners of both sets of steps.

Mrs Farrant advised that on West End Lane heading towards Hundon Road, the Give Way sign is obscured by foliage.

Mrs Farrant advised that the layby opposite the Church needs sweeping.

Chair advised that the Give Way sign and the layby issues should be reported on the Highways Reporting Tool, Mrs Farrant said she knows how to do that.

Mr Shearer commented on the pavement on Mill Road/Hill going up to the Church that was covered in debris from trees for weeks. He asked who would be responsible for clearing it and was advised by Cllr Roach and the Clerk that it was Highways responsibility. Clerk asked if he had reported it and Mr Shearer said he doesn’t report things like that. Clerk advised that if things like this aren’t reported then they won’t get done.

Mr Shearer advised that there is broken glass behind the green bench in the garden area of Silver Street Park. Clerk advised that the Parish Council owns the Park and the glass will be cleared.

Cllr Deeks asked what can be done to discourage people parking their vehicles on the footpath on School Road. Clerk advised this could be classed as obstruction of the highway and could be reported to the Police.

Cllr Deeks advised that as the Local History Recorder he is trying to record every event that happens in the village. In order to record as much as possible, he asks that he be

advised of such events. Mr Shearer commented that Cllr Deeks article in the Ketton Review was very good.

Mr Shearer advised that a licence may be needed to play music when Father Christmas next visits the village. Chair will look into this.

**9. Refreshments.**

The chair thanked everyone who attended the meeting. Light refreshments were offered and the meeting was formally closed.

Signed..... A E Naylor ..... Date.....28<sup>th</sup> May 2024.....

# ANNEX 1

## KEDINGTON ANNUAL PARISH MEETING 23<sup>rd</sup> MAY 2023 PARISH COUNCIL CHAIR'S REPORT

Kedington Parish Council has worked hard over the past year. New policies and procedures have been implemented and our Financial regulations have been updated once again to ensure we comply.

Compliments to John Boxall our RFO/Clerk, who has worked extremely hard in his second year, with commitment and professionalism.

We are pleased to confirm that we received a good report from our internal auditor, 5<sup>th</sup> May 2023. Well done John.

This report plus all other documents can be viewed on our website. <https://www.kedington.suffolk.cloud/>

I am incredibly pleased to inform you that John has commenced his CiLCA training, (Certificate in Local Council Administration), which I have no doubt, by February 2024 John will have successfully completed and passed this course. Kedington Parish Council will see our first fully qualified accredited Clerk/RFO in office. This is an essential key element for Kedington Parish Council applying for General Power of Competence, again a first for us, which would be fantastic for us as a parish.

During the summer school holidays, Kedington Parish Councillors hosted their annual children's health and wellbeing day at the community centre, which was sponsored by Haverhill Rotary Club, plus a financial donation for ice creams by Mr & Mrs Ferney, Vans4U. Children played football, cricket, rounders, and had a massive bouncy castle. The delightful day ended with team building games and an ice cream, having entertained 34 children from our parish, this event which was enormously successful. It must be said, once again the young people were impeccably well behaved. A credit to their parents/guardians and Kedington School.

Many thanks to all concerned especially Dellar Sports.

A very cold December evening, a Christmas themed Jeep was our mode of transport this year for the annual visit of Father Christmas and his elves. We visited children in the village and once again delivered sweets. For the first time we visited Broadland Hall, which is a special independent school for boys. The staff were fantastic and made us very welcome.

I would like to offer my thanks to all concerned for making this a very magical event for the children. Special thanks to Charlie Rule AKA 'Father Christmas.' Not forgetting our generous residents who offered us a Christmas 'Tipple' and mince pies. A few of us were 'merry' elves at the end of the evening, having thoroughly enjoyed ourselves.

A big thank you to Andy Saunders who 'fixed up' some music for us, everybody must have heard in the village this year.

Many thanks to Haverhill Rotary Club, who again contributed with sweets and biscuits. Money raised for this event went to the Community Hub.

Our Thursday Community Winter Hub supported many residents from our village and other neighbouring villages, which was initially set up by Lynda Woodward and myself and was the

most challenging project we have completed to date. We received grants from West Suffolk Council, Councillor David Roach Locality Budget, and a number of other donations. Accredited Food and Hygiene Courses were successfully completed and within two weeks we were 'up and running'. The hub served hot meals, drinks and cakes. It must be said, this Hub was one of the most successful within West Suffolk, being well supported by an army of hardworking village volunteers delivering excellent food and service. My thanks to West Suffolk Council, my sincere thanks to David Roach who advised me, took telephone calls from me at ridiculous times to ensure that all the grants were allocated to us, so we could progress expeditiously.

We have had a short break; however, we are planning to serve summer lunches once a month at the hub; commencing June.

I cannot express in words how truly grateful I am to all the volunteers; you did our village proud.

Planning commenced for the Coronation Weekend in January. Councillors worked together with members from KCA, Royal British Legion and Church to ensure Kedington celebrated this occasion in style. St Peters and St Pauls Church was lit up with red, white and blue lights and the community centre was decorated with flags and bunting. On Sunday 7<sup>th</sup> May a family picnic on the meadow, with a Jazz band, inflatables and games for the children, plus refreshments and of course, a 'bar'. The sun also made an appearance. An evening event was enjoyed by all watching the special Coronation concert broadcast live from Windsor Castle. Thank you everyone who helped and supported this this event.

Special Coronation mugs have been given to the children at the school and Ketton Early Birds.

Financial year 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023, £4,000 was paid out in grants under Sn 137, LGA 1972 as being of benefit to local people. Grants were awarded to:

East Anglia's Children's Hospice  
St Peters and St Pauls Church  
1<sup>st</sup> Kedington Guides  
1<sup>st</sup> Kedington Brownies  
Kedington Women's Institute  
Kedington Players  
Kedington Mothers and Toddlers Group  
Kedington Carpet Bowls  
Suffolk Accident and Rescue Service  
Kedington Community Association  
Ketton Early Birds  
West Suffolk Citizens Advice Bureau

A payment of £5760.00 was paid to St Peters and St Pauls Church under the Parish Councils Act 1957 section 2 for the repair of the Church tower clock

Kedington Parish Council viewed and commented where appropriate on 23 planning applications.

Completed this 2022/2023 financial year.

A new village sign replaces the old sign in Silver Street

Replacement play surfaces at Old School Field

Refurbished benches at Silver Street Park

A bespoke Queens Jubilee Bench will hopefully be placed on Church Walk. This is near completion with the base being laid over the coming weeks.

Kedington Parish Council has continued to keep the village maintained to an extremely high standard. M D Landscapes (Anglia) Ltd cut most of the grassed areas in the Parish, i.e., the Church Yard, Great Meadow, Silver Street Park, Old School Playing field, Calford Green and some other smaller areas around the village. Other areas in the village are maintained by West Suffolk Council and Suffolk County Council, with RMS Tree Services undertaking our strimming contract. Mortimer Contracts Ltd undertake various jobs. Mr Dennis Brownlow our village cleaner continues to keep the Parish clean and tidy from litter. Many thanks to all of them, they go above and beyond to keep our village beautiful.

I would like to personally thank the Royal British Legion, Kedington Community Association and Kedington Church for all their support throughout the year. Working together and supporting each other we have once again delivered some momentous events for the village. We will continue to work in collaboration to ensure that we maintain the momentum in achieving the absolute best for our community.

Thank you to my fellow councillors for their support and their continued hard work, and of course our Clerk/RFO, John, who keeps us all in check.

Finally, my genuine gratitude and thanks to all our parishioners that support Kedington Parish Council

We are a great team!

# ANNEX 2

## **Kedington Annual Parish Meeting Kedington Parish Council Finance Report 2022/2023**

Cash in hand at year end on 31<sup>st</sup> March 2023 amounted to £85,328.43.

The Parish Council's Barclays account that holds the Precept had a balance of £18,815.20, this being the underspend for the year.

The Parish Council's NatWest account that holds both the General Reserves and the Earmarked Reserves had a balance of £66,513.23.

The Parish Council requested an increase in the Precept for the financial year 2023/2024 to £85,576.00. There was an increase of 2.6% levied by West Suffolk Council.

The Internal Audit for Kedington Parish Council took place on 5<sup>th</sup> May 2023 and the accounts were found to be in order. The relevant Annual Governance and Accountability Return forms for 2022/2023 were approved and signed at the Annual Meeting of Kedington Parish Council on 16<sup>th</sup> May 2023 and have been sent to the external auditors, PKF Littlejohn LLP.

The Parish Council's financial documents and the minutes of its meetings can be found on its website at [kedington.suffolk.cloud](https://kedington.suffolk.cloud).

# ANNEX 3

## COUNCILLOR DAVID ROACH'S REPORT

I have been pleased to be able to support many good causes within Kedington using my locality funding. This is a pot of money that county council allocates to councillors to spend within their areas which is currently £8000 pa.

Whilst my area covers both Kedington and the East Ward of Haverhill most of the funding has been spent within Kedington. There are a couple of allocations from last year's budget still to come forward but for this year I have just over £9k in the pot.

I have had the honour of being on the judging panel for Meadowlark which is always a delight and the weather has been known to be kind on occasion. I am looking forward to do it again this year.

My work at county level has me working on the Scrutiny committee which looks at all aspects of county council work and holds departments and processes to account. This is held in public and anyone can come and watch although not many do!

I also sit on Suffolk's adoption panel which vets and places both adopters and children.

In addition to this I also work on various bodies relating to Suffolk Fire and Rescue.

Around each quarter I also tour the area with our local highways engineer to look at problem areas for highways matters. It's sometimes a frustrating process as works that I think need to be done do not always meet the intervention levels set by the highways authorities. As councillors across the county we all want more done but there is limited finances available to cover all the work that needs to be done.

In terms of where your taxpayer's money goes at county around 75% of it is spent on adult and children's services. The other 25% has to cover everything else from highways to libraries. There are also frustrations at not being able to get some jobs resolved quickly. It's somewhat annoying that something that is very simple on the face of it to resolve can take so long to resolve. This is a common complaint that councillors have for all their areas.

I have worked closely with your district councillors Karen, Marion and Nick to look after Kedington.

It is my privilege to serve Kedington and look after the community. If I can help with anything, please ask either through KPC or directly to me.

Lastly my thanks go to your parish council who work really hard on your behalf.