

**MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL**  
**TUESDAY, 21<sup>st</sup> JUNE 2022**  
**HELD IN THE ROYAL BRITISH LEGION HALL, HAVERHILL ROAD, KEDINGTON**

**Present:** Cllr Ann Naylor (Chair)  
Cllr Stella Wilsher (Vice-Chair)  
Cllr Terry Wheeler  
Cllr Ross Standeven  
Cllr Lynda Woodward  
Cllr Sharon Eames  
Cllr Jeffery Potter  
Cllr Peter Deeks

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

**Also in attendance:** Four Parishioners present.

**1. Election of Vice-Chair for year 2022/2023.**

Councillor Potter proposed Councillor Wilsher, seconded by Councillor Eames. There were no other nominations, unanimous vote in favour.

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

Kevin Betts declared an interest in the West Suffolk Local Plan, agenda item 15.4.

Marion Farrant declared an interest in the St Peter & St Paul Church grant application, agenda item 8.2.a

**3. Welcome and Apologies.**

The Chair welcomed everyone present. There were no apologies.

**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.

**5. Councillors who were present agree as a true record the minutes of the Annual meeting of Kedington Parish Council held on 17<sup>th</sup> May 2022.**

A resolution was put forward by Cllr Potter and seconded by Cllr Woodward to agree the minutes of the meeting of Kedington Parish Council held on 17<sup>th</sup> May 2022 as a true record. There were no other resolutions; unanimously agreed. Chair signed the minutes outside the meeting.

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

All Councillors present confirmed that they had received a copy of the District Councillors report by email prior to this meeting (ANNEX 1).

Cllr Rushbrook confirmed she had spoken to Cllr Peter Stevens earlier today (West Suffolk Councillor for Great and Little Wratting) regarding an update on the Anglian Water treatment works landscaping. He has written to Planning Enforcement and they are happy with it but he will pursue it again. Cllr Rushbrook had advised him that parishioners were happy to plant trees etc. and it will be looked into. He advised they may need to get in touch with Anglian Water and Highways first. Cllr Richardson advised that the planting was looked at when it was first done and it had been done according to the plan and there was nothing further to enforce. She advised Mr Betts that the next course of action is to offer to do more.

**ACTION**

**ANNEX 1**

Cllr Rushbrook also advised that the Old Karro Foods Site had come up for development and is going to planning but she's not had chance to read it yet. She has asked that Kedington receive notification of it. Clerk advised that this was on the agenda at item 15.3.f, and that the planning application for change of use from general industrial (class B2) to open air storage (class B8) had been refused on 31<sup>st</sup> March 2022.

A discussion took place regarding the UK Shared Prosperity Fund (UKSPF) that Government announced in April this year to support the implementation of its Levelling Up White Paper. Any thoughts on what may be needed in/by the Parish in the future are to be submitted by Thursday, 23<sup>rd</sup> June 2022. Various suggestions were discussed including updating/refurbishing the Community Centre. Councillors thoughts to be emailed to the Clerk.

All  
Councillors

Cllr Rushbrook updated that cutting of the Risbridge Meadow will take place this coming weekend.

## **7. Financial Statements: Receive budget statements and any other financial reports and consider action.**

### **7.1 Receive budget statements effective to date.**

Chair confirmed that Councillors had received the relevant documents. No questions from Councillors.

### **7.2 Discuss and approve payment of refunds to Chair for purchases made.**

Clerk advised that the following expenses were due for refund to the Chair:-

- £12.50 for tea, coffee, milk and biscuits for the Annual Parish Meeting on 24<sup>th</sup> May 2022
- £3.25 for a quick link for basket swing repairs on Old School Field
- £94.94 for 6 inflatable pools, sausage rolls and kitchen foil for Jubilee Big Picnic on 5<sup>th</sup> June 2022

A total of £110.69.

A resolution was put forward by Cllr Woodward and seconded by Cllr Wheeler to refund these expenses. There were no other resolutions; unanimously agreed.

Clerk

### **7.3 Ratify payment to Jazz Incorporated regarding the Big Jubilee Picnic.**

Clerk advised that the payment of £350.00 for Jazz Incorporated had been made on the 6<sup>th</sup> June 2022 having been authorised by himself and the Chair. A resolution was put forward by Cllr Wheeler and seconded by Cllr Potter to ratify this payment. There were no other resolutions; unanimously agreed.

### **7.4 OneCom account.**

Clerk advised that he received an email from OneCom regarding our account review. We currently pay £54.78 excluding VAT per month for the following:-

- Line Rental
- Caller Minder Feature
- 4G Failover that automatically keeps us connected to the 4G on EE or Vodafone or O2, whichever is the best connection

In addition we could have the following upgrades at a reduced cost of £48.50 excluding VAT per month for a for 60 months contract:-

- Free Caller Display Feature
- Free upgrade from Care Level 1 to Care Level 2 that means if we have any problems with the line Openreach will be with us by the end of the next working day rather than in 3 days
- Upgrade from 40/10 to 55/10 Fibre Optic Broadband i.e. from 40meg download/10meg upload increased to 55meg download/10meg upload
- Increase from 250 to 500 monthly minutes to call UK landlines and UK mobiles

This change was authorised by the Clerk and the Chair on 20<sup>th</sup> May 2022. A resolution was put forward by Cllr Wheeler and seconded by Cllr Woodward to ratify this amendment. There were no other resolutions; unanimously agreed.

Clerk

## 8. Grants.

### 8.1. Uptake.

#### a. **Citizens Advice West Suffolk.**

Clerk advised that he has received a thankyou by email asking him to pass on their thanks to the Parish Councillors for the very kind donation of £100.00 towards the work we are carrying out to support your community during this very difficult time.

### 8.2. Applications.

#### a. **St Peter & St Paul Church.**

Clerk reminded that Councillors had discussed this grant application at the last meeting on Tuesday 17<sup>th</sup> May 2022 and had decided they would like some further information before they made their decision. The application is for £500.00 towards the cost of the insurance for the Church for this financial year.

Clerk advised he contacted Marion Farrant and she confirmed that the Church is insured with Ecclesiastical and the premium is paid monthly by direct debit at £177 per month. Mrs Farrant subsequently provided a copy of the policy schedule, the terms and conditions and the Direct Debit mandate (ANNEX 2).

Clerk advised that the insurance is the subject of a 3-year agreement that commenced in March 2021. So the insurance is currently in the second year of the 3-year insurance period. Clerk advised that the Direct Debit mandate for the 3-year agreement was signed on 15<sup>th</sup> March 2021.

Clerk advised that Council gave a grant towards the first year of the agreement of £800.

Clerk reminded Councillors that the Grant Award Policy states:-

- Kedington Parish Council awards grants, at its absolute discretion, to non-profit or charitable organisations which can demonstrate a clear need for financial support to achieve an objective which will benefit the Parish and
- Grants will not be made retrospectively.

Chair reminded that the Council also supports the Church by paying for the Churchyard grass to be cut at a cost of £4,250.00 per year.

Mrs Farrant advised that the Church has to pay a "Parish Share" to the diocese of £26,000.00 per year. This is money that has to be raised to keep the Church going and includes such things as insurance and electricity costs. It was a struggle to raise that money last year and will be again this year. Each of the eight Churches in the diocese has to raise its own Parish Share.

Mrs Farrant advised that the Church does have funds but they are "restricted" funds that the Church isn't allowed to access. Chair asked if these funds could be accessed if the Church couldn't pay its insurance. Mrs Farrant said it couldn't be accessed. Chair asked Mrs Farrant if she could assure Council that the Church did not have enough funds to support the insurance payment. Mrs Farrant said the payment is made every month through money the Church has coming in. Chair asked if the Church would struggle to pay its insurance bill this year. Mrs Farrant replied that she couldn't say the Church would struggle because it's paid by Direct Debit and the Church has to make sure there's enough money in the bank for it to be paid every month. But ongoing each month the Church has to make so much money because it has to get £26,000.00 by the end of the year for the Parish Share.

Clerk advised that Councillors need to base their decision on two factors:-

- is there a clear need for financial support
- is it retrospective

Councillors discussed the application and agreed to donate £500.00 towards the cost of the insurance for the Church for this financial year.

ANNEX 2

Clerk

**9. Clerk's report: Discuss and agree action on Clerk's Report and correspondence received.****9.1. Calford Green damage caused to green on 11<sup>th</sup> February 2022.**

Clerk advised that Ross Van de Zande received the £385.00 on 7<sup>th</sup> June 2022 from the delivery company whose vehicle caused the damage. He will now carry out the work to repair the green.

**10. Play Equipment.****10.1. Receive defect report(s) (if any); agree action.**

Clerk confirmed that Councillors had received the reports and that all work had been completed or was in hand. Play surfaces to be replaced as previously agreed.

**10.2. Old School Field damage caused to play equipment.**

Chair advised that on Tuesday 14<sup>th</sup> June a quick link on the cross scales had been left undone. A child had sat on the seat, it had come away from the insecure quick link and the child fell and banged her head. Her parents were there and she is alright. Chair has possession of this seat. Damage was caused to the quick link of another seat on a previous occasion and the seat is currently in the Clerk's office. Clerk removed the remaining two seats first thing Thursday 16<sup>th</sup> June morning on grounds of safety and to prevent any more malicious damage. Chair advised that pieces of a broken bottle have also been found on the skate ramp. Ways of securing the seats to the cross scales in a way that makes them more difficult to undo was discussed i.e. using a split pin on a nut and bolt or a Nylock nut. Cllr Wilsher volunteered to look into this. The issue of graffiti continues.

Cllr Wilsher

**11. Environmental / Grounds Maintenance matters: None****12. Highway/Footpath/Street Furniture matters.****12.1 Kedington village sign.**

Cllr Standeven advised that a new metal sign has been quoted at £1,600.00 plus galvanisation/painting and installation. A new wooden sign has been quoted at £2,500.00 plus installation.

Cllr Wheeler suggested it would be good to have a full quote for the metal version with all options included. This would be less maintenance in the future.

Chair asked and Councillors confirmed they are in agreement with replacing the sign with a metal one. Councillors discussed a budget of £3,000.00 for the sign itself and using the existing outside metal frame, not including installation. Cllr Wheeler suggested some drawings of the sign accompany the quote. Cllr Standeven to progress this.

Mr Betts who has looked at the sign previously believes that the oak post the sign is mounted on is in good condition as is the metal frame that could also be galvanised. He advised that carving a new wooden sign is a lengthy and expensive process and that the price of wood has increased recently.

A resolution was put forward by Cllr Wilsher and seconded by Cllr Deeks to have a budget of £3,000.00 as discussed. There were no other resolutions; unanimously agreed.

Cllr  
Standeven**12.2 Repaint and repair green benches in Silver Street Park.**

Clerk advised that both benches were installed on Tuesday 31<sup>st</sup> May. Clerk checked them on his next working day Monday 6<sup>th</sup> June and found that the bottom mounting tubes had not been cleaned and painted as agreed and there were two white marks on bench in flower beds. Clerk made contact with Stuart from Helions Forge about this and on Thursday 16<sup>th</sup> June received an email from Stuart stating bottom tubes of the benches have now been painted. Clerk confirmed this has been done. Clerk emailed Stuart back asking if he's managed to have a look at the white marks on the bench in the flower bed area and as yet has not received a reply.

Clerk

**12.3 Replace three dog litter bins.**

Clerk confirmed that the bins have been delivered. Wayne Blackman collected them on Friday 17<sup>th</sup> June and will now install them, using Post Mix from Buildbase as previously agreed.

**13. Outstanding estimates awaited or work ordered.****13.1 Play surfaces.**

Clerk advised that the initial date for installation was the week commencing 6th June. This hasn't happened. Clerk emailed Playquip on Friday 10<sup>th</sup> June for an update and advising them we are keen to get it done before the school breaks up for the summer holidays, the last day of school being Wednesday 20<sup>th</sup> July. Clerk received an email reply on Mon 13<sup>th</sup> June stating "We are planning to install your surfacing on 1<sup>st</sup> week of July, we have been experiencing substantial delays with deliveries recently which has caused delays in us completing some jobs, but we are confident to meet the date stated."

**14. Any other reports (on-going matters).****14.1 Queen's Platinum Jubilee bespoke bench.**

Chair advised that the bench is on order and she is waiting for an approved design to come in that she will email to Councillors on receipt.

At its last meeting on 17<sup>th</sup> May Council had agreed a budget of £1,500.00. On the 23<sup>rd</sup> May Chair had received a quote by email for £1,980.00 +VAT totalling £2,376.00 that she was in agreement with. This increase was agreed in further emails from Cllrs Woodward, Eames, Deeks, Standeven and Potter.

Clerk advised that this included a 45% deposit of £1,069.20 inc VAT payable prior to the work starting and that this deposit was paid on 6<sup>th</sup> June.

Clerk suggested that when the balance is due for payment, £1,306.80 inc VAT, that it is paid for from the General reserves.

A resolution was put forward by Cllr Woodward and seconded by Cllr Standeven to use funds in the General reserves. There were no other resolutions; unanimously agreed.

Clerk

A resolution was put forward by Cllr Wheeler and seconded by Cllr Naylor make this payment when it becomes due. There were no other resolutions; unanimously agreed.

Clerk

**14.2 Queen's Platinum Jubilee mugs.**

Chair advised that she had had the privilege of attending Kedington Primary Academy and handing out the Jubilee mugs to the children.

**14.3 Queen's Platinum Jubilee celebrations.**

Chair advised that the celebrations went very well, it was a fantastic weekend. Chair further advised that it was great working together with the Royal British Legion and the Kedington Community Association and it was that joint effort that helped make it such a success. Cllr Wilsher thought it was a pity the beacon had to be so far away but was aware it had to be for health and safety reasons and with regards to the risk assessment. Chair reminded that the beacon is a Community Asset for use by the community.

**14.4 Festival of Suffolk Torch Relay.**

Cllr Eames advised that she enjoyed the morning very much. It was agreed by all that it was a success.

**14.5 Local History Recorder.**

Cllr Deeks advised that the Suffolk Local History Council is run by Janette and Geoffrey Robinson. Cllr Deeks updated Council as to his responsibilities. His first being to submit an initial report that was emailed to all Councillors on 13<sup>th</sup> June. He will then submit an annual report detailing what has happened in the Parish in the previous year. The reports are filed in the appropriate branch of the Suffolk Records Office.

Cllr Deeks wants as many people in the Parish to know that he is the Recorder. He will put an article in the Ketton Review and will put an item on the relevant Facebook page(s) identifying himself i.e. email and phone number.

Mrs Farrant advised that there is material in the loft space of the Parish Council office that may be relevant for Cllr Deeks.

Clerk

Clerk confirmed that he has received paperwork from Janette Robinson advising that the annual subscription fee of £15.00 is due on 1<sup>st</sup> October each year. If paid, this means that Cllr Deeks will be a full member of the Suffolk Local History Council. Clerk asked that this payment is agreed and that it be added to the regular payments list.

A resolution was put forward by Cllr Standeven and seconded by Cllr Wilsher to make this payment when it becomes due. There were no other resolutions; unanimously agreed.

Clerk

A resolution was put forward by Cllr Potter and seconded by Cllr Standeven to add this payment to the regular payments list. There were no other resolutions; unanimously agreed.

Clerk

Clerk also advised Cllr Deeks that Janette Robinson has told him that if he needs anything for this role i.e. files etc. he can make a grant application to the Parish Council, as opposed to an expenses claim.

#### 14.6 Office Lease.

Chair updated that she and the Clerk attended a meeting a couple of weeks ago with representatives of the Kedington Community Association. We were provided with an old draft of a lease agreement that was discussed and amended. This will be updated and discussed at their next meeting. Chair advised that some of the things discussed were:-

- The length of the lease, it potentially being 50 years to coincide with the library lease.
- Insurance of the building and contents.
- The fire alarm.
- Payment(s) for water, energy, sanitary dispenser, refuse disposal, Fire Alarm, car parking etc.

There were no questions from Councillors.

#### 14.7 Street names for the land at junction of Hall Road and Mill Road.

Clerk updated that on 20<sup>th</sup> June he advised Charli Glasswell at West Suffolk Council that Council had no objections to the suggested street names of "The Limes" and "The Orchard". It has previously been confirmed that each would have its own post code. This followed the Councils submission discussed at its previous meeting on 17<sup>th</sup> May 2022.

#### 14.8 Children's Sports and Wellbeing Day.

Chair updated that after last year's very successful event, she would like Council to organise another for Tuesday 26<sup>th</sup> July 2022 from 9:30 am to 3:30 pm at the Community Centre and on the Meadow. The event will cost £700.00 to run. Chair has contacted the Rotary Club and like last year they will sponsor the event and will again grant £600.00 towards it. All Councillors were in agreement with organising this event. A resolution was put forward by Cllr Potter and seconded by Cllr Standeven to pay the remaining £100.00 from Parish Council funds. There were no other resolutions; unanimously agreed.

Clerk

Cllr Deeks advised that the Friendship Club normally use the Community Centre on a Tuesday but they are going to go to a garden centre instead, but will still make their normal payment to the Kedington Community Association so that it doesn't lose out.

#### 14.9 Kedington Air Memorial.

Chair advised that she has been in communication with Mr Betts regarding this and that the Clerk has researched previous minutes.

Clerk advised that at its meeting on 20<sup>th</sup> November 2018 the "Clerk reported the Kedington Air Memorial Group have asked to gift money raised for the new Kedington Air Memorial to Kedington Parish Council and for the Parish Council to oversee the project in order that they may hold the new Memorial in perpetuity for the Parish of Kedington" and that at its meeting on 18<sup>th</sup> December 2018 the "Clerk reported that she had contacted the Local Council Public Advisory Service (LCPAS) regarding the proposed Kedington Air Memorial being gifted to Kedington Parish Council in perpetuity for the benefit of the Parish. The CEO at LCPAS confirmed that the Parish Council can accept the memorial being gifted to them for the Parish and may purchase the memorial, receive the invoice and retain ownership. The Parish Council would also be allowed to recover the VAT payable by virtue of the VAT Act 1990 s33"



Subsequent to that from January 2019 to October 2020 there were monies gifted to the Parish Council by the Air Memorial Group totalling £14,100.00 that was used to purchase the Memorial. Mr Betts confirmed there is some engraving to be finalised but to all intents and purposes the Memorial is completed and will be reassembled. Once done it will be returned to the Air Memorial Group for mounting in the foyer of the Community Centre. The roll of honour is being completed separately. The unveiling will take place on 17<sup>th</sup> September 2022.

A resolution was put forward by Cllr Woodward and seconded by Cllr Deeks to add the Memorial to the Asset Register at the relevant time. There were no other resolutions; unanimously agreed.

Clerk

A resolution was put forward by Cllr Deeks and seconded by Cllr Eames to add the Memorial to the Council's insurance at the relevant time. There were no other resolutions; unanimously agreed.

Clerk

## 15. Housing/Planning.

### 15.1 Applications for discussion at meeting - NONE

### 15.2 Planning Applications – Observations conveyed by Parish Council

- a. DC/22/0804/HH - 28 Risbridge Drive, Kedington - Householder planning application - garage conversion to office/utility  
Clerk updated that no objections were submitted to the Planning Officer on 13<sup>th</sup> June 2022.

### 15.3 Planning Applications – Decisions received from District Council

- a. DC/21/2232/HH - The Old Forge, Silver Street, Kedington - Householder planning application - raised swimming pool.  
Clerk advised the application was approved on 30<sup>th</sup> May 2022.
- b. DC/22/0588/HH - 23 Haverhill Road, Kedington – Planning application - two storey side and rear wrap around extension and single storey rear extension (following demolition of existing rear extension and detached garage).  
Clerk advised the application was approved on 30<sup>th</sup> May 2022.
- c. DC/22/0371/HH - 13 Dash End, Kedington - Householder planning application - dropped kerb.  
Clerk advised the application was approved on 9<sup>th</sup> May 2022.
- d. DC/22/0508/FUL - Barns, Stonebridge Farm, Hundon Road, Kedington - Planning application - one dwelling (following demolition of existing barn)  
Chair advised that the decision is still pending for this application. This is the side barn at Stonebridge Farm (ANNEX 3)
- e. DC/22/0507/FUL - Barns, Stonebridge Farm, Hundon Road, Kedington - Planning application - conversion of barn to one dwelling  
Chair advised the application was approved on 17<sup>th</sup> June 2022. This is the larger barn at the front of Stonebridge Farm (ANNEX 4)
- f. DC/21/0938/FUL - Old Karro Foods Site, Little Wratting - Planning application - change of use from general industrial (class B2) to open air storage (class B8)  
Clerk advised the application was refused on 31<sup>st</sup> March 2022.

ANNEX 3

ANNEX 4

### 15.4 West Suffolk Local Plan.

Clerk updated that the public consultation process runs from 26<sup>th</sup> May to 26<sup>th</sup> July 2022, details of which were emailed to Cllrs on 20<sup>th</sup> May 2022. As part of this there are public exhibition events taking place and ours took place at the Community Centre on Friday 10<sup>th</sup> June 2022 as previously advertised. Clerk confirmed he had also emailed a powerpoint presentation to Councillors on Friday 17<sup>th</sup> June 2022. Chair confirmed the Parish Council will be responding to this consultation and any member of the public can do so also. Chair will put this on Facebook and Clerk confirmed there is a link to this on the website. Chair asked Councillors to submit their thoughts both individually to the consultation process and also to the Clerk to collate a Parish Council response. A discussion then took place around:-

- The amount of houses to be built.
- Affordable housing.
- Extending the wild life park.
- Properties to rent.
- The old Karro sports field.
- Alms houses.

Chair advised that the next Parish Council meeting will be on the 19<sup>th</sup> July 2022 and asked all Councillors to look at the policies and the Local Plan and send their observations to the Clerk, with associated evidence, before then. It can then be discussed at that meeting and a response prepared.

All  
Councillors

Mr Betts also spoke about tree planting around the Parish and asked if the Parish Council could identify plots of land where single trees could be planted. He, his sons and Bob Dellar had young trees that would soon be ready to plant. He was aware that permission would have to be obtained from the land owners. Clerk suggested to Mr Betts that he, his sons and Mr Dellar identified potential sites as they had greater knowledge of what tree might go where, then the land owner could be identified and approached. Mr Betts will provide a map of potential locations and what trees he suggests going where.

All  
Councillors  
and Mr  
Betts

## 16. Events: Please bring your diaries

### 16.1 Date and location of next meeting.

Next Parish Council meeting to be held on Tuesday 19<sup>th</sup> July 2022 at 7 pm at the Royal British Legion Hall.

## 17. Clerks/RFO review and Performance Development Review

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting due to the confidential nature of the business to be discussed as publicity of the discussion is likely to prejudice the commercial interests of the parties involved.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]



[Redacted]

Clerk

[Redacted]

Clerk

The meeting closed at 9:05 p.m.

Signed ..... A E Naylor ..... Date.....19<sup>th</sup> July 2022.....

# ANNEX 1

## REPORT FOR KEDINGTON PARISH COUNCIL – TUESDAY 21 JUNE 2022

from West Suffolk Council Councillors – Nick Clarke, Karen Richardson and Marion Rushbrook

We hope you all enjoyed the Platinum Jubilee weekend and managed to get to some of the events. As you would expect there was a variety of good and bad weather but still many people turned out for the Queen's celebrations to recognise the amazing role she has carried out over the years. The three of us managed to get to some of the many events over the Clare, Hundon and Kedington ward. We were impressed with the work the volunteers carried out, giving up their time and putting on many events that were free to residents. Brilliant to see people came together and celebrate.

### **Grass Cutting**

This year the team at West Suffolk Council (WSC) are doing a good job in the ward. The weekly schedule they send out keeps us all up to date. It may have gone a little rogue the last 2 weeks this is due to the team working with parish and town councils to help them in light of the jubilee celebrations. We are assured they will be back on plan within a few days.

### **Markets Review**

A task group working on West Suffolk's markets has voiced ambitions for increasing customer numbers, more special events and plans to become financially self-sufficient. After West Suffolk Council formed a task group last summer to assess future developments of the district's six markets, as well as any opportunities and improvements that can be made, they have now set forward their ambitions.

The authority operates regular markets in Brandon, Bury St Edmunds, Clare, Haverhill, Mildenhall and Newmarket, as well as special events such as those at Christmas. The task group has published its recommendations ahead of next week's scrutiny committee meeting.

### **Replacement bin charging**

A £30 replacement charge for a stolen, lost or damaged blue or black bin will be introduced from 13 June. Web content will go live on Monday including the FAQs attached.

Charges were in this year's budget setting. This followed a transformation review as the council can no longer absorb the cost of around £100,000 a year for free replacements.

Replacement bins will be supplied with a sticker that can be marked with the house number which will help residents and crews identify where it belongs.

Bin crews are being reminded to replace bins with care in the place they were picked up from. Also to record any bins lost in a freighter on the in-cab tablet for automatic free of charge replacement.

Customer Services will be able to escalate calls for moderation should circumstances indicate that is appropriate.

As a council:

We strongly encourage bins to be marked with an address or house number to avoid being mistakenly taken and so crews can identify them.

We also suggest that bins are put out on the morning of collection and taken in as soon as possible afterwards.

West Suffolk is one of only two Suffolk authorities who do not currently charge (Ipswich is the other)

Councils who charge have seen a decrease in requests for replacements.

West Suffolk Council is acting entirely legally and we will not collect waste if a replacement bin has not been paid for.

This has no effect on the level of Council Tax payable.

The householder has the option of taking waste to a household waste recycling centre.

### **UK Shared Prosperity Fund**

WSC have been awarded this as part of the UK Shared Prosperity Fund (UKSPF) that Government announced in April this year to support the implementation of its Levelling Up White Paper.

The fund has two elements:

**Multiply** – funding to support adult numeracy. This is “to enable all adults without the equivalent of a GCSE Grade C or 4 in maths to be able to access a free flexible course”. The lead local authorities for Multiply are county councils and Suffolk County Council has been allocated **£3,752,462**. That said as plans for this emerge, we will no doubt play a role in supporting this and I will share more information as I get it.

**Core UKSPF** – where lead local authorities are districts, and from which West Suffolk Council has been allocated **£1,934,467** over three years.

The funding over the three years breaks down to:

Year One – £235,858 - must be spent by 31 March 2023

Year Two - £471,715 - must be spent by 31 March 2024

Year Three - £1,235,894 - must be spent by 31 March 2025

In order to ‘unlock’ West Suffolk’s allocation, West Suffolk Council, like all authorities need to submit an investment plan to Government by 1 August 2022 setting out how the funds will be spent in all three years. As you can imagine this is a very tight turn around, especially as the funding for the first year will not be given to us until October.

WSC is inviting all parish and town councils to take part in the engagement (details below) and to tell us what you think are the key challenges facing West Suffolk in the priority areas set out by Government that I mentioned earlier. These being:

- communities and place
- supporting local business
- people and skills (2024-25 only)

We also want to hear from you about local projects that could be funded from UKSPF in order to address these challenges. This will then help in the later process of putting forward detailed proposals that will meet local priorities.

The investment plan will be agreed by West Suffolk councillors before submission to the Government by 1 August 2022.

Parish and town are asked to complete the survey by **23 June 2022**. We appreciate that this is a short deadline, but it is to allow us to meet the timetable set by Government for submission of investment plans.

### **National Clean Air Day Thursday 16 June.**

The theme is the impact air pollution has on our health, harming every organ in our body. Transport is a big contributor to air pollution but there are other causes too.

WSC publish their performance [Protecting our environment \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk/protecting-our-environment)

WCS are committed to working towards CO2 net zero by 2030.

They have approved a £9m investment in reducing carbon emissions including measures like EV vehicles, charging infrastructure, sustainable travel plans which will help. [A budget to help West Suffolk be greener, healthier and more prosperous is approved](#)

Have a statutory duty to monitor air quality across the district and although the air quality is generally good the Council is committed to improving this further. [Air quality \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk/air-quality)

**WSC is helping businesses to reduce air pollution** they have launched a scheme to become an accredited Clean Air Business [thewaytogosuffolk@suffolk.gov.uk](mailto:thewaytogosuffolk@suffolk.gov.uk)

WSC are working on the following ways to reduce air pollution:

Take direct action: drivers of larger vehicles in our own fleet are given environmental training as part of their professional certification and taxi drivers in West Suffolk work to a policy that has an anti-idling clause.

The council's vehicle fleet is being upgraded with bio-diesel and electric vehicles.

We are growing the public EV charging infrastructure.

We raise awareness: For example, we won national recognition for an on-going campaign we began in 2020 supporting schools in tackling anti-idling at drop-off and pick-up times. And we have produced an anti-idling driver training video to improve understanding of this issue: <https://www.youtube.com/watch?v=QP14ExibjF0>

# ANNEX 2

## Parish Plus renewal pack Policy schedule



This schedule gives details of your premium and lists the sections of the policy document that you have chosen for your policy. If you need to make any changes, please contact us.

This schedule also shows any excesses which apply. An excess is the amount that you would have to pay towards any claim.

If any clauses are shown, these are changes to the standard terms and conditions of the policy or relevant section. Words in capital letters are defined in the policy document.

Please read the schedule alongside your Parish Plus insurance policy document.

If you need a copy of the policy document, please contact us or visit [www.ecclesiastical.com/ME857](http://www.ecclesiastical.com/ME857)

**Policy number**  
04/XPG/0281249

**Insured**  
The Rector and Churchwardens for the time being and the Parochial Church Council of Kedington St Peter and St Paul in the Diocese of St Edmundsbury and Ipswich

**Premises**  
St Peter & St Pauls Church, Mill Road, Kedington, Haverhill Suffolk, CB9 7NN

**Period of insurance**  
20 March 2022 to  
19 March 2023

### Premium details

Premium: **£2,125.06**

This is made up of a premium of £1,897.38 plus Insurance Premium Tax of £227.68.

### Long Term Undertaking and Rate Stability Agreement

Length of Agreement	3 Years
Expiry date	19 March 2024

### Premises and policy sections included

For full details of the cover provided, please see the sections on the following pages of this schedule. If a section is not shown you do not have that cover in force.

Insured premises	St Peter & St Pauls Church, Mill Road, Kedington, Haverhill Suffolk, CB9 7NN
Policy sections	Section 1 Property damage Section 3 Loss of income
General cover	
Policy sections	Section 4 Money Section 6 Theft by officials Section 7 Liabilities Section 8 Legal expenses Section 9 Personal accident

### Policy clauses

Policy number **04/XPG/0281249**

Date of issue **14 February 2022** Effective from **20 March 2022**

Ecclesiastical Insurance Office plc (EIO) Reg. No. 24869. Registered in England at Benefact House, 2000, Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113846.

**Duty of disclosure**  
You must tell us of any material changes since the start or last renewal of your policy. Failure to do so could result in you not being insured and claims being refused. Material facts are those which would be likely to influence an insurer's consideration of your insurance. If you are in any doubt as to whether a fact is material, you must ask us

**The policy document**  
If you need a copy of the policy documents, please visit [www.ecclesiastical.com/ME857](http://www.ecclesiastical.com/ME857) or contact us.

## Parish Plus renewal pack Terms and Conditions



Thank you for choosing to pay your insurance policy premium by instalments. The provision of this Instalment plan is subject to the following Terms and Conditions.

### Terms and Conditions applying to your Instalment plan

1. It is a condition of this Instalment plan that repayments are made to us by a valid direct debit through an eligible bank account and that you are 18 years of age or older.
2. The information provided by you to the lender is correct and is to form the basis of this Instalment plan.
3. You shall maintain sufficient funds in the bank or building society account nominated by you to us in order to meet all amounts due under this Instalment plan.
4. If we are unable to collect any instalment due to us as a result of insufficient funds, we will request the payment again after 14 days. If we are unable to collect the missing instalment(s) from you following this request, we will contact you and request that the default is resolved. If we are still unable to collect the missing instalment(s), we shall be entitled to cancel the policy of insurance.
5. When we make a decision to give you credit, we may use the information provided to us by a credit reference agency. If the information they provide to us about you means we decide not to progress your Instalment plan, we will give you the details of that agency.
6. Any additional and/or refund of insurance premiums will be included in this Instalment plan and either increase or reduce any future payments. We will advise you in advance of any changes to your payments under this Instalment plan. If there is any excess in the payments that you make to us under this Instalment plan which results in a refund being due to you, that refund will be transferred directly into your bank account by us.
7. The policy of insurance to which your Instalment plan relates is an annual contract. In the event that you make a claim under the policy of insurance, you shall remain liable for any outstanding instalments under this Instalment plan. We have the right to deduct the balance of any remaining premium from any claims settlement before making payment to you.
8. This Instalment plan will continue unless cancelled by either you or us giving 14 days' written notice.
9. These terms and conditions are governed by the laws of England and Wales and are subject to the jurisdiction of the courts of England and Wales. All communications with you in relation to this plan shall be in English.

### Customer Services 0345 777 3322

Mon to Fri 8am-6pm

information@ecclesiastical.com  
Customer Services, Ecclesiastical  
Insurance Office plc, Benefact House,  
2000, Pioneer Avenue,  
Gloucester Business Park,  
Brockworth, Gloucester, GL3 4AW  
[www.ecclesiastical.com](http://www.ecclesiastical.com)

**Policy number**  
04/XPG/0281249

**Date of issue**  
14 February 2022

**Insured**  
The Rector and Churchwardens  
for the time being and the  
Parochial Church Council of  
Kedington St Peter and St Paul  
in the Diocese of St  
Edmundsbury and Ipswich

**Period of insurance cover**  
20 March 2022 to  
19 March 2023





Instruction to your  
Bank or Building Society  
to pay by Direct Debit



Please fill in the whole form including Official Use box using a ball point pen and send it to:

Ecclesiastical Insurance Office plc  
Beaufort House,  
Brunswick Road,  
Gloucester  
GL1 1JZ

Service User Number  
7 6 5 1 3 8

Name(s) of Account Holder(s)  
PCC OF KEDINGTON

For Ecclesiastical Insurance Office plc  
Official Use Only  
This is not part of the instruction to your Bank or Building Society.

**INSURANCE PREMIUM PAYER TO COMPLETE**

Have you budgeted for this cost?  Yes  
 No

Bank/Building Society Account Number  
0 0 0 8 7 0 2 6

**Instalment options**  
To the Customer: Please tick the number of instalments you would like to choose

1 instalment - No handling charge  
 12 instalments - No handling charge

Branch Sort Code  
3 0 9 3 9 9

04/XPG/0281249

Name and full postal address of your Bank or Building Society  
To: The Manager  
Bank/Building Society LLOYDS BANK PLC  
Address PO BOX 1000  
ANDOVER Postcode BX1 1AT

Instruction to your Bank or Building Society  
Please pay Ecclesiastical Insurance Office plc Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with Ecclesiastical Insurance Office plc and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)  
B.G. Bracken  
Healey

Reference  
0281249

Date  
15 Nov 2021

Banks and Building Societies may not accept Direct Debit Instructions for some types of account

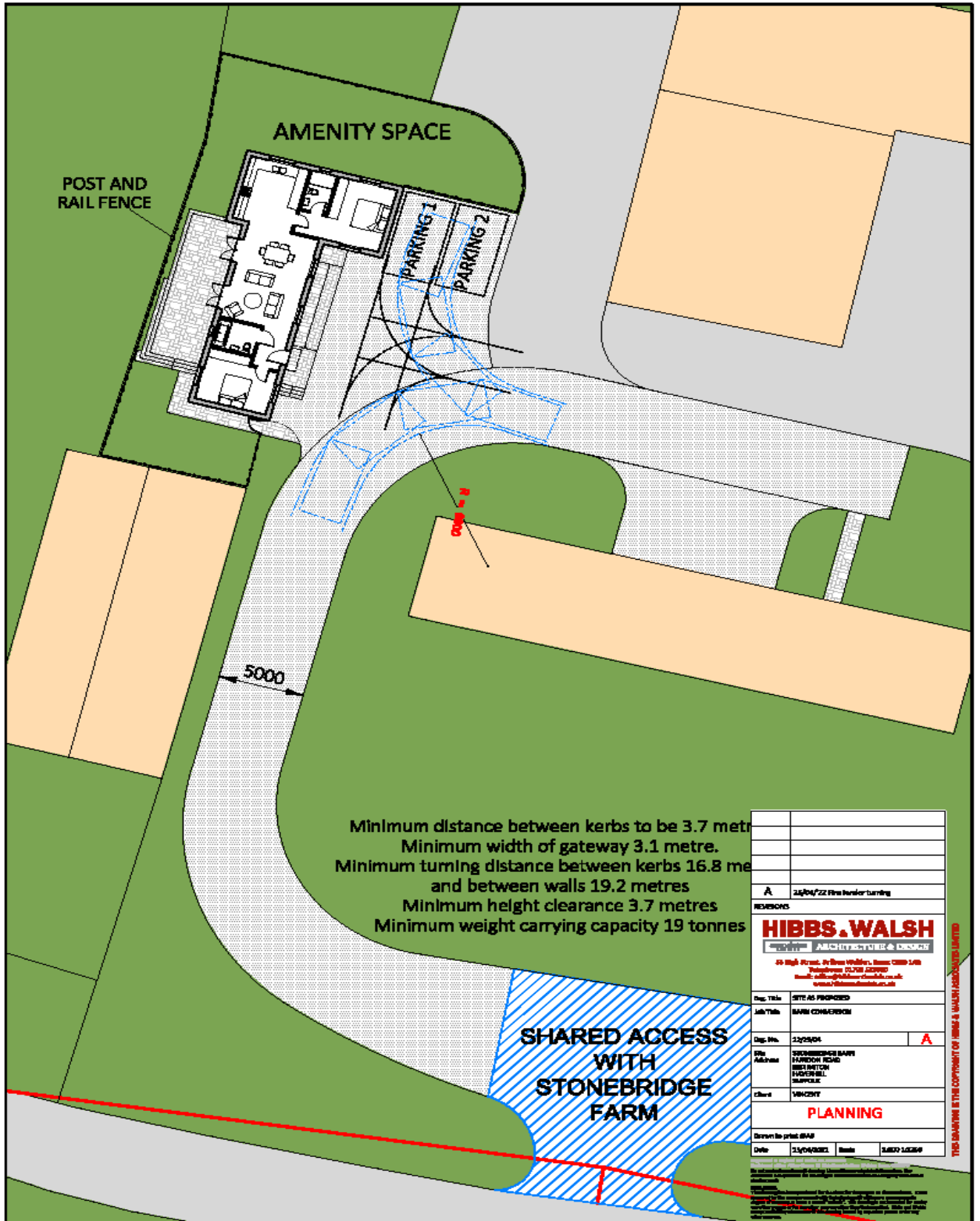
This guarantee should be detached and retained by the payer

**The Direct Debit Guarantee**

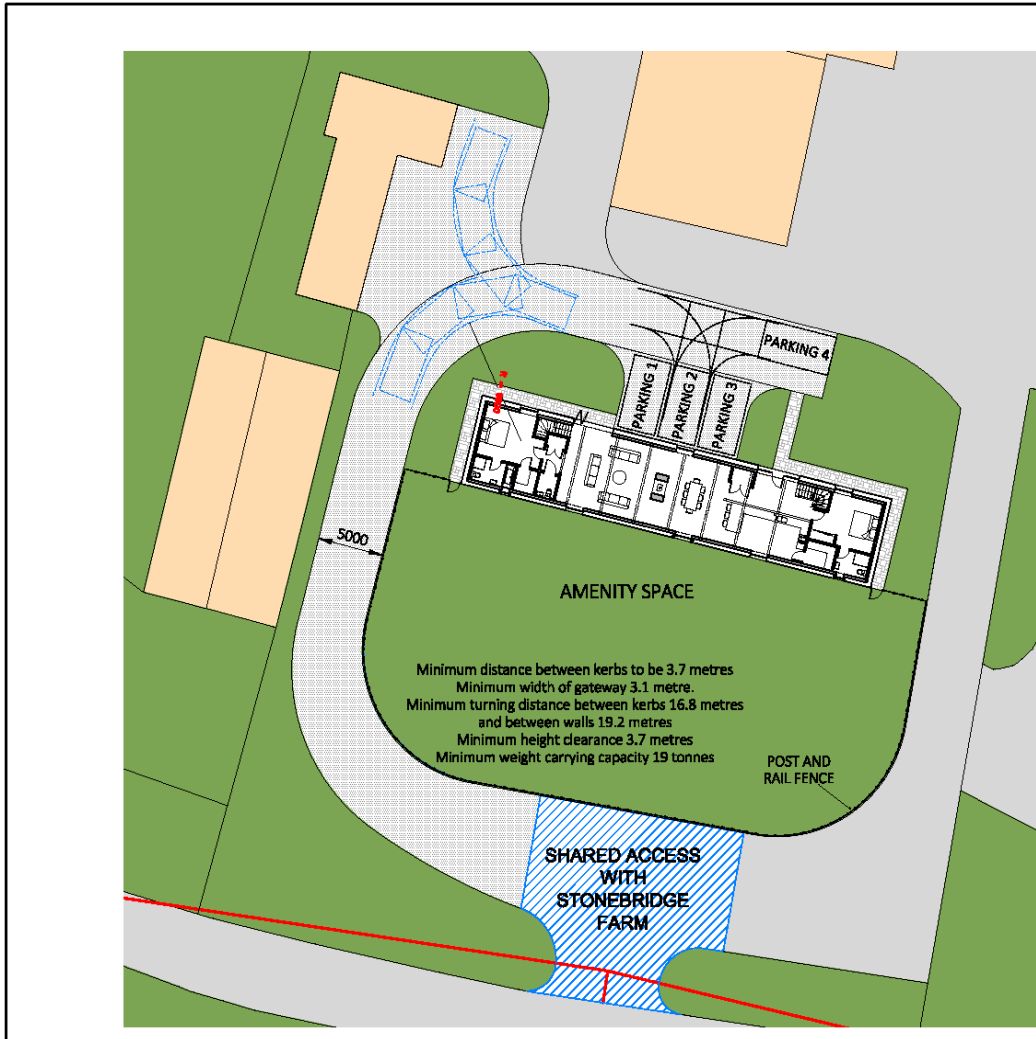


- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Ecclesiastical Insurance Office plc will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Ecclesiastical Insurance Office plc to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Ecclesiastical Insurance Office plc or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society.
  - If you receive a refund you are not entitled to, you must pay it back when Ecclesiastical Insurance Office plc asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

# ANNEX 3



# ANNEX 4



A		15/07/22	Final
REVISIONS			
<b>HIBBS</b>			
13 Hill Street, Northampton, Northamptonshire, NN1 2AA			
Proj. Title	1011/2019/0001	1011/2019/0001	1011/2019/0001
Job No.	1011/2019/0001	1011/2019/0001	1011/2019/0001
Proj. No.	1011/2019/0001	1011/2019/0001	1011/2019/0001
Site Address	1011/2019/0001	1011/2019/0001	1011/2019/0001
Client	1011/2019/0001	1011/2019/0001	1011/2019/0001
<b>PLAN</b>			
Drawn to scale 1:500			
Date	15/07/22		