

KPC 130-03
MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY 30th JULY 2024
HELD IN THE KEDINGTON COMMUNITY CENTRE, ARMS LANE, KEDINGTON

Present: Cllr Ann Naylor (Chair)
Cllr Jeffery Potter (Vice Chair)
Cllr Terry Wheeler
Cllr Ross Standeven
Cllr Kris Woodley
Cllr Lynda Woodward
Cllr Annette Brooker
Cllr Dean Willett
Cllr Eleanor Bull

In attendance: John Boxall (Parish Clerk)

Also in attendance: Suffolk County Councillor David Roach, West Suffolk Councillor Karen Richardson, Mr Simon Thorp, Mrs Annie Thorp, Mr Tony Simms, Miss Ali Norden, Mr Drew Pickford, Mr Feroz Talukder and Mr Colin Jenkinson.

ACTION

1. Acknowledge agenda items of interest to members of the public present.

Mr Simon Thorp, Mrs Annie Thorp, Mr Tony Simms, Miss Ali Norden and Mr Drew Pickford have an interest in agenda item 10.4.

2. Welcome and Apologies.

The Chair welcomed everyone present. There were no apologies.

Clerk advised that the Council, members of the public and press may audio record, film, photograph or broadcast the meeting, when the press and public are not lawfully excluded. Any member of the public who attends the meeting is advised that the Parish Council cannot control 3rd party recordings. The Parish Council will audio record the meeting.

3. To receive members' declarations of Disclosable Pecuniary Interests and Other Registerable and Non-Registerable Interests in accordance with the Local Government Association Model Councillor Code of Conduct (and section 106 of the LGFA 1992) and receive any applications for dispensations on agenda items.

Cllr Naylor declared a Non-Registerable Interest in agenda item 10.4.

At the request of those parishioners who had an interest in agenda item 10.4 the Chair brought forward agenda item 10.4 (see below).

At 7:02 pm the Chair left the room and the Vice Chair Cllr Potter Chaired this agenda item. At 7:20pm those parishioners who had an interest in agenda item 10.4 left the meeting and the Chair returned and continued to Chair of the meeting.

4. Councillors who were present to agree as a true record the minutes of the meeting of Kedington Parish Council held on 18th June 2024.

Councillors confirmed they had received a copy of the draft minutes and had read them. A resolution was put forward by Cllr Wheeler and seconded by Cllr Bull to agree the minutes of the meeting of Kedington Parish Council held on 18th June 2024 as a true record. The resolution was unanimously agreed. Chair signed the minutes outside the meeting.

5. Receive visitor's reports and reports from District and County Councillors.

Cllr Clarke is not present.

Cllr Rushbrook is not able to attend, she is having an operation.

Cllr Richardson has been off sick and has nothing to report to the Council.

Chair asked if Council's best wishes could be passed on to Cllr Rushbrook and its hopes that she makes a speedy recovery.

Cllr Roach's report had been received by the Clerk earlier in the day and had been forwarded on to Councillors (ANNEX 1). Cllr Roach advised that in addition to his report Coupals Road is being resurfaced from 12th to 14th August 2024 and will be closed from 8am to 4pm. He further advised that County will be putting another £9M into Special Educational Needs and Disabilities funding.

ANNEX 1

Cllr Brooker asked if there is any work going on around regeneration of Haverhill High Street. Cllr Roach advised that West Suffolk Council are going to set up a new sub-committee to look into this. He advised that properties in the High Street that house/housed the shops are owned by big corporations and pension funds, all based in London and want London rents and they don't care whether the property is empty or not, it makes no difference to them. He advised that the loss of rent and payment of business rates is offset by the capital growth of the properties and they're not having to deal with tenants. Establishing actual ownership of the properties is also very difficult.

Cllr Roach advised that West Suffolk Council have taken on Provincial House and he thinks there is some educational provision from West Suffolk College going in there. West Suffolk Council have also taken over ownership of the old Stour Valley Dr's surgery by the back of Boots and are looking at doing something with that. West Suffolk Council have also got the former HSBC and Iceland buildings. Cllr Roach advised that as in many high streets the issue is the decrease in footfall. He advised there has been another market review since the one that was done a couple of years ago. Cllr Richardson advised they are still waiting for the report from this review. Cllr Richardson advised there have been several reports done since 2012 regarding the decline in High Streets.

6. Receive budget statements and any other financial reports and agree any necessary action.

6.1 Review and agree budget statements.

Chair confirmed that Councillors had received the relevant documents. A resolution was put forward by Cllr Wheeler and seconded by Cllr Woodley to agree the Bank Reconciliation, the Payments and Receipts List, the Net Position by Cost Centre and Code report and the Reserves Balance report (ANNEX 2). The resolution was unanimously agreed.

ANNEX 2

6.2 PAYE quarterly payment.

Clerk advised that the 2024-2025 Quarter 1 PAYE payment totalling £2,888.88 was made on 15th July 2024. This is for the Clerk and the Village Cleaner's PAYE and Employee National Insurance contributions and the Parish Council's Employer National Insurance contributions.

6.3 VAT quarterly refund claim.

Clerk advised that the 2024-2025 Quarter 1 VAT claim totalling £1,130.14 was submitted on 15th July 2024 and was received into the Barclays account on 19th July 2024.

7. Grants

7.1 Uptakes.

Clerk advised there are none. However, as agreed by a resolution at the previous meeting the 1st Kedington Scout Group £280.00 unspent balance was repaid to the Parish Council on 27th June 2024.

7.2 Applications.

Clerk advised there are none.

7.3 Discuss amendment to Grant Award Policy.

Clerk reminded Councillors that at the previous meeting it was agreed to discuss at this meeting the removal of the wording "unless the written approval of the Council has been obtained" from the Grant Award Policy.

Following a discussion amongst Councillors a resolution was put forward by Cllr Standeven and seconded by Cllr Willett to retain the wording "unless the written approval of the Council

has been obtained" in the Grant Award Policy. There were no other resolutions; unanimously agreed.

Cllr Standeven then asked if the £280.00 unspent balance will be returned to the 1st Kedington Scout Group. Cllr Potter stated that the decision for the £280.00 unspent balance has already been made at the previous meeting and suggested not going back to it.

Clerk advised that if Councillors wanted to discuss reversing that resolution then at least 3 Councillors need to give him written notice, an email would be sufficient.

All
Councillors

8. Clerk's report.

8.1 Parish Council office lease update.

Clerk advised he has chased the solicitors and is still waiting for their reply.

Clerk

8.2 Repairs to Old School Field entrance gate update.

Clerk advised that the repairs were completed earlier this month and £350.00 was paid to Dale Barnes on 16th July 2024 in accordance with the Open Spaces Act 1906 ss.9 and 10. The self-closing pedestrian gate now closes much better than previously. Hopefully to the satisfaction of the play equipment Inspector.

8.3 Review and adopt new Model Financial Regulations.

Clerk advised that in April 2024 a new Model Financial Regulations template was produced by the National Association of Local Councils for the purpose of its member councils and county associations. It's a model for Councils of all sizes to use to develop their own financial regulations.

Clerk has reviewed and amended it to be in line with the Council's current Financial Regulations and it is on the agenda for reviewing and adopting. Clerk emailed it to Councillors on 22nd July 2024.

At paragraph 2.6 Clerk has added the Reserves Balance report to the documents to be reviewed and verified by Councillors at each meeting and each financial year end. See agenda item 6.1.

The first two pages are to be removed as they are the notes to assist in the use of the template.

A resolution was put forward by Cllr Wheeler and seconded by Cllr Potter to adopt these reviewed Financial Regulations. There were no other resolutions; unanimously agreed.

Clerk

8.4 Review and amend Chair and Clerk's email addresses in the Complaints Procedure.

Clerk advised that the Complaints Procedure currently uses the Chair and Clerk's email addresses that were in use prior to the change to .org.uk emails for all Councillors and the Clerk being implemented. Clerk asks that the Complaints Procedure is amended to record the Chair and Clerk's current .org.uk email addresses.

A resolution was put forward by Cllr Woodley and seconded by Cllr Woodward to make these amendments to the Complaints Procedure. There were no other resolutions; unanimously agreed.

Clerk

8.5 Village Cleaner Performance Development Review.

Clerk advised that he conducted the Village Cleaner's Performance Development Review on Monday 17th June 2024 and there are no issues to report.

9. Play Equipment.

9.1 Receive defect reports and agree any necessary action.

Chair confirmed that Councillors had received the reports that were emailed to them on 26th July 2024. They relate to inspections carried out on 5th July 2024. All findings are low or very low risk so no further action is necessary.

Cllr Standeven asked if the wooden picnic benches in the Old School Field could be replaced with plastic benches and did the Chair want him to have it as an action for the next meeting. He advised they were only repainted last year and are in a poor condition already. Chair agreed to have this on the agenda for the next meeting.

Cllr
Standeven

Cllr Woodward asked if one of the two cradle swing seats in the enclosed play area could be replaced with a swing seat similar to one she saw in East Town Park recently. It's a seat that allows a toddler and a child to sit together on it. Cllr Woodward will do some research and send some details to the Clerk in time for this being on the next meeting's agenda.

Cllr
Woodward

10. Environmental / Grounds Maintenance matters.

10.1 Strimming comfrey on Watermill Meadow update.

Clerk advised he sent an email to Trevor at MD Landscapes on 27th June 2024 advising him that following our meeting on 18th June 2024 the Council want the smaller patch of comfrey removed and the larger patch kept but want to ensure it doesn't spread outwards any further. Clerk asked Trevor to let him know if this was OK and if there would be any additional cost involved, to add to the contract maybe.

Trevor replied that day saying "I'm already keeping the big patch in check, no worries on the smaller patch, I think I'll weed spray it rather than mow, that way hopefully won't come back."

10.2 Removal of windblown Poplar tree adjacent to Silver Street Park update.

Clerk advised that Chair had an email from Havebury on 17th July 2024 stating "We have spoken with our contractor in relation to the fallen tree which is currently across the river bank to the rear of School Road, Kedington. They are visiting to inspect however have advised that they feel it would be beneficial to the woodland and habitat to leave the tree in situ. Once we have the full report from the visit we will of course update you if there are any actions we need to take."

Clerk emailed Havebury yesterday asking for any update and stating "I note that your email below of 17th July refers to it as "the fallen tree which is currently across the river bank to the rear of School Road, Kedington". I'd like to clarify that whilst the tree is rooted in the river bank it has fallen all the way across the river itself, not across the river bank."

10.3 Crown lifts and/or trims to trees on the Cut update.

Clerk advised that following the previous meeting he has checked on "Find My Nearest" on West Suffolk Council's website and the trees are not in a conservation area are not subject to a Tree Preservation Order. Clerk has also sent an email to Thurlow Estate requesting their permission to crown lift and/or trim the trees and awaits their reply before starting to look for quotes.

Clerk

10.4 Review the resolution passed at the previous meeting regarding clearance of the path area outside the rear fence line of the Old School House Cottages.

Clerk reminded those present that at the last Parish Council meeting on 18th June 2024 a resolution was passed to "brush cut clear the path area by 1.5 to 2m wide parallel to the fence line and to brush cut a pathway 1m wide through the vegetation at 90 degrees to the fence line from the middle of the path area".

It was further agreed that the Clerk was to compose and deliver a letter to the Old School House Cottages' residents advising them what will be happening.

The Clerk delivered the letters on Monday 24th June 2024 and the following day he received an email from Simon Thorp, 3 Old School House Cottages. Simon asked if the residents of the Cottages could have an informal meeting with him to discuss issues they had with the resolution.

The meeting took place the following afternoon and was attended by Cllr Potter and the Clerk. Simon and Annie Thorp attended as did Tony Simms from number 1. Drew Pickford

from number 4 wasn't able to attend but they had his permission to speak on his behalf. Ali Norden from number 2 was also unable to attend but the Clerk was given a letter from her.

The residents expressed a strong desire to not have the path area cleared for reasons of privacy and security as it currently discourages people from having easy access to the rear of their properties. They asked why other properties in a similar position adjacent to the Cut were not subject to the same path area clearance and why it was being done now. They questioned how and why this issue had originally been raised. They also commented on seeing wildlife in that area, specifically mentioning Muntjac deer and the impact on their coverage.

The issue of fly tipping was also discussed and they agreed it would not happen again.

Following the meeting Cllr Potter and the Clerk were of the view that the path area clearance should be put on hold pending further review.

Following his return to work after that meeting the Clerk advised the Councillors by email on Tuesday 16th July 2024 that the Council's Standing Orders state:-

- at 7.a "A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee" and
- at 9.b "No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least 5 clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting."

Clerk asked the Councillors to let him know if they wished to place this back on the agenda for further discussion at this meeting when the residents would have the opportunity to attend.

Clerk has received notice by email from at least three Councillors that this is placed back on the agenda for further discussion at this meeting.

Clerk advised that Standing Order 3 states:-

- e Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

At this point Clerk advised that therefore the following discussion is only about the item on the agenda that is reviewing the decision that was made at the previous meeting.

- f The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chair of the meeting.
- g Subject to standing order 3(f), a member of the public shall not speak for more than 5 minutes
- h In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given

Cllr Potter suggested that the residents agreed one of them to speak initially on behalf of all them. They would then each be given the opportunity to add anything they wished to in addition to what the spokesperson had said. Councillors will then be given the opportunity to make comment and ask questions.

Cllr Potter reiterated that we are not here to talk about anything else other than the work behind their properties.

Mr Thorp then spoke on behalf of the residents. He stated that he's not sure that the area behind the Cottages is a path, it's not a designated path and he doesn't believe it was a path before properties were developed. There are gates at the bottom of the gardens giving residents access to the Cut but it's not a path and it doesn't go anywhere or serve anybody else.

Mr Thorp stated the area of trees and undergrowth offers the residents privacy and security.

Mr Thorp stated he has lived in his house for 17½ years and he's not sure why this has suddenly come up or why it is a problem for Kedington as a community.

Mr Thorp stated that if he was a member of the community living elsewhere and found out that an amount of money was being spent on an unnecessary or invented problem he would feel aggrieved.

Cllr Potter thanked Mr Thorp and then asked Mr Simms if he had anything he would like to add. Mr Simms asked why that area had been targeted when there is so much work in the area that needs doing and all of the residents don't want it done.

Miss Norden wanted to reiterate what had already been said. She values the privacy and security that that aspect offers. There are already two paths parallel to that so opening it up will presumably invite more people to explore. The wildlife does enjoy the cover it provides. It seems unnecessary and why then not the whole lot all the way along.

Mr Pickford declined to comment.

Cllr Potter asked if any Councillors wished to ask anything of the residents.

Cllr Willett asked if it was a unanimous decision from the residents of all four properties that they didn't want the area cut and they confirmed that it was.

Cllr Brooker asked if that had always been the situation or had there been any point where any of the residents had wanted it cut. The residents confirmed it had always been the situation.

Cllr Woodward advised that her understanding is that one of the properties residents did want it cut back because they couldn't exit their garden gate onto the Cut area, which was going to be undertaken by the Parish Council because although the land is privately owned by Thurlow Estates, the Parish Council maintains it. The resident then cleared an area in front of his gate to get onto the Cut. Cllr Woodward asked what has changed there.

Mr Simms said he thinks that Cllr Woodward is talking about him and said that it simply wasn't true. He said he did cut it back because he spoke to a woman called Ann who came round the back of his house one day, they were chatting about it and he said he would cut it back just to keep the peace so he cut it back and that was it. He's done no more than that and certainly never told her there was a problem with it or wanted to make any sort of complaint. Mr Simms confirmed he never wanted it cleared.

Cllr Standeven reminded that advice was sought from the Fire Service and they said it would be "good practice" to clear a 3m firebreak. Cllr Standeven said that if there is a fire that is the advice given to the Parish Council by the Fire Service. Mr Thorp disagreed with this saying that the path is 18" wide so a 3m fire break isn't going to work because the ground slopes away. He advised we live in a damp part of western Europe and are not prone to sudden forest fires. He advised that we'd have to look at all properties in the village adjacent to Parish Council land and install a 3m fire break. Cllr Standeven reiterated this was the advice of the Fire Service.

Cllr Willett advised that having read the minutes of the last meeting, Council was given the information that a resident initially approached the Chair and expressed concerns “that they were not able to exit their rear garden gate due to overgrown vegetation on the Cut”. Advice was sought from the Fire Service that the Council reviewed and thought was excessive. Cllr Willett advised that based on the information the Council had at the time there was deemed to be a meaningful risk and there was concern from residents regarding fire escape, therefore Council made its decision based on the information they had.

Mr Thorp advised the Council that in the winter months all of the growth dies back so it's not a problem in the winter and shouldn't be in the summer.

Mrs Thorp advised that she regularly leaves her gate, with all the overgrowth there, with her dog, either running or walking at least twice a day and has done so for the last 8 or 9 years. She's had a buggy out the back towards the park. It is part of their daily life and they've never had an issue with it.

The discussion concluded and Cllr Wheeler proposed and Cllr Standeven seconded reversing the decision made at the previous meeting. The resolution was agreed by a majority there being one abstention.

10.5 Update regarding the River Stour overflowing at the Cut and Silver Street Park and flooding residents' gardens as raised at the Annual Parish Meeting.

Chair advised that she has made enquiries with the Environment Agency regarding the flooding of resident's gardens and they have replied by email stating they have “permissive powers to carry out flood defence works, including maintenance works, but we are not legally obligated to do so. These powers only apply where there is a flood risk to people or property (i.e., businesses or houses with a postcode), not outbuildings, gardens, or farmland.”

The residents have been updated and have said they will make contact with Thurlow Estates regarding the matter and their responsibilities to maintain it.

10.6 Discuss seeking the advice of Thurlow Estates regarding the future maintenance of the Cut.

Chair advised she has contacted Thurlow Estates and awaits contact from the relevant person to arrange a meeting.

11. Highway/Footpath/Street Furniture matters.

11.1 Installing a surfaced path and picnic benches on Watermill Meadow update.

Clerk advised that in his attempts to find out what the footpath around the Risbridge Meadow is made of, who installed it and how much it was, and following a number of emails to and from West Suffolk Council and Suffolk County Council (SCC), he has contacted SCC customer services by phone. They confirmed it needed to be put on the reporting tool, even though it's a request for information rather than a report of an issue, and they did it whilst on the phone with him. Reference number 482601. Clerk awaits their response before he makes contact with Thurlow Estates.

Clerk advised he has sent an email to the Environment Agency to see how far away from the river a path might need to be and he awaits their reply

Clerk

Clerk advised that following the previous meeting he has checked on “Find My Nearest” on West Suffolk Council's website and Watermill Meadow is not in a conservation area.

Clerk

11.2 Placing wooden bollards along West End Lane grass verge update.

Clerk advised he has received quotes from two of the three companies he sent requests for quotes to and he gave details of those to the Councillors verbally.

Cllr Willett asked if the adjacent residents had been consulted and it was confirmed that they haven't. It was agreed that Clerk will compose and post a letter to them asking for their view on the bollards.

Clerk

Cllr Woodward said that she would like to see the quotes on paper before making any decision and it was agreed Clerk would send them to all Councillors.

Clerk

Following a discussion Cllr Brooker proposed and Cllr Bull seconded using flat sided posts with screwed on reflectors. The resolution was agreed by a majority there being one abstention.

Clerk

11.3 Extending the concrete base of the Platinum Jubilee Bench update.

Clerk advised that as agreed at the previous meeting he has been in contact with Shawn Winters regarding this and they met at the Bench earlier this morning. Options were discussed and quotes have been provided as follows:-

1. installing a weed control barrier with slate on the top with an edging i.e. sleeper, kerb etc. Quoted £650.00 including labour, no VAT.
2. installing a weed control barrier with woodchip on the top with an edging i.e. sleeper, kerb etc. Quoted £470.00 including labour, no VAT.
3. rotovating and raking flat the area around the bench and backfilling it with soil and grass seed so that over time it will become part of the Cut's grass area rather than a man-made surround. Quoted £385.00 including labour, no VAT.

Shawn advised he can do any of the above in the first week of September.

Following a discussion amongst Councillors a resolution was put forward by Cllr Potter and seconded by Cllr Standeven to accept Shawn's quote of £385.00 to rotovate and rake flat the area around the bench and backfill it with soil and grass seed so that over time it will become part of the Cut's grass area. There were no other resolutions; unanimously agreed.

Clerk

Payment can be made in accordance with the Open Spaces Act 1906 ss.9 and 10.

12. Outstanding estimates awaited or work ordered.

12.1 Maintenance of planting areas in Silver Street Park update.

Clerk advised that Shawn Winters has completed the work on the raised sensory bed and he had received his invoice earlier today for £315.50 with no VAT. Payment can be made in accordance with the Open Spaces Act 1906 ss.9 and 10.

A resolution was put forward by Cllr Willett and seconded by Cllr Wheeler to agree payment of £315.50 to Shawn Winters for his work on the raised sensory bed. There were no other resolutions; unanimously agreed.

Clerk

Clerk advised that he and Shawn also met this morning at the area around the green bench on the south-east corner of Silver Street Park. They discussed what work needed doing to clear the area of weeds etc. Clerk advised that the slate on this area is full of weeds and grass, everything is overgrown and there are self-seeding trees that are about 2-3 years old.

Initially Shawn has suggested that, starting from the front of the area and working his way back, up to £100.00 (no VAT) worth of labour and weed killer, he would remove weeds by hand and/or weed killer, trim bushes that can be trimmed at this time of year (not those in flower etc.) and remove some plants/small trees that have self-seeded over the years. He will fence off the area for the day and remove it the following day. This work can be completed before the end of August

He could then revisit a couple of times later in the year for the same £100.00 no VAT on each occasion, to strip out self-seeded trees, clip back what can be done due to flowering, hand weed what can be, weed killer applied to all other areas where it's possible, exposing slate path around all sides of the area that has over time become covered in grass. This also includes erecting temporary fence for the day as above.

Following a discussion amongst Councillors a resolution was put forward by Cllr Naylor and seconded by Cllr Willett to accept Shawn's quote for £100.00 for each of three visits as detailed above. There were no other resolutions; unanimously agreed.

Clerk

Payment can be made in accordance with the Open Spaces Act 1906 ss.9 and 10.
Open Spaces Act 1906 ss.9 and 10.

13. Any other reports (on-going matters).

13.1 Discuss celebrations of the 80th Anniversary of VE Day on 8th May 2025.

Chair suggested and it was agreed that there is consultation with other groups in the village before any decisions are made about how the Parish Council can assist them in the celebrations.

Chair

13.2 Children's Sports and Wellbeing Day update.

Chair advised that the day went very well and all the children enjoyed themselves. Cllr Woodward said that Prestige Sports did a really good job. Clerk has sent thanks to Prestige Sports.

Chair advised that Wendy Kingston paid £50.00 to the ice cream van towards the cost of ice cream for the children. Two of Wendy's grandchildren attended the Day. Clerk has sent thanks to Wendy.

Chair thanked Cllr Willett and Mr Russell Cannon who paid the balance of the ice cream cost. Clerk to send thanks to Mr Cannon.

Clerk

Clerk to also send thanks to Mr Nathan Watts for supplying the ice creams at a reduced cost.

Clerk

Clerk to also send thanks to Cllr Marion Rushbrook who bought all the biscuits for the Day.

Clerk

Clerk advised that all 48 places were filled despite some late cancellations and that the Day was oversubscribed by 10-15 places.

Cllr Brooker thanked Cllrs Naylor and Woodward for their work during the Day also.

13.3 Flower Festival 2024 update and agree refund to Cllr Brooker for the purchase of flowers.

Cllr Brooker advised that the flowers she has purchased are being delivered tomorrow and she will be at the Church on Friday 2nd August 2024 to set up the display.

A resolution was put forward by Cllr Naylor and seconded by Cllr Wheeler to refund to Cllr Brooker the flowers she has purchased for £91.51 inc VAT. There were no other resolutions; unanimously agreed.

Clerk

Payment can be made in accordance with the Local Government Act 1972 s.144.

13.4 Discuss provision of a plaque for Kedington Millennium Oak tree as raised at the Annual Parish Meeting.

Chair confirmed that Councillors had received the summary from Mr Peter Deeks that was emailed to them on 26th July 2024. There are a couple of amendments to be made. There was a meeting at the Church this morning with Chair, Cllr Woodward, Father Chris, Mr John Brett and Mr Peter Deeks about how to proceed. Permission has to be obtained from the Diocese to install a plaque.

Chair has spoken to Karen McGerty of Red Side Up and they will do the artwork free of charge.

Cllr Woodward advised that the area around the Oak needs tidying and there was some mildew on it that they will ask Bob Dellar to have a look at and give his opinion.

Cllr
Woodward

14. Housing/Planning.

14.1 Planning applications for discussion at meeting.

- a. **DC/24/0772/TPO - Street Record, Church Walk, Kedington – TPO 035 (1961) tree preservation order - one Horse Chestnut (T013 on plan) remove dead wood from crown of tree back to first available live side branch.**

Following a discussion amongst Councillors there were no objections to this application.

Clerk

- b. **DC/24/0890/HH - Stablecroft, Rectory Road, Kedington – Householder planning application - dormer on west-facing roof slope to serve principal bedroom.**

Following a discussion amongst Councillors there were no objections to this application.

Clerk

- c. **DC/24/0845/HH - Simms Farm, Simms Lane, Kedington – Householder planning application - a. new window on front elevation b. new windows and doors on rear elevation c. removal of existing chimney d. demolition of existing lean to extensions on rear elevation.**

Following a discussion amongst Councillors there were no objections to this application.

Clerk

14.2 Planning application observations conveyed by the Parish Council. NONE

14.3 Planning applications decisions received from the District Council.

- a. **DC/24/0366/FUL - The Fox PH, Haverhill Road, Little Wrating - Planning application - a. one convenience store b. one drive-through coffee shop with associated parking and landscaping (following demolition of existing public house).**

Clerk advised that this application was refused on 11th July 2024

14.4 Discuss Great Bardfield Parish Council Draft Neighbourhood Plan.

Following a discussion amongst Councillors there were no comments to make on this Plan.

15. Date and location of next Parish Council meeting.

The next Parish Council meeting will be held on Tuesday 17th September 2024 at 7pm in the Parish Council Office Meeting Room.

The meeting closed at 8:49 p.m.

A E Naylor -

Signed Date.....17th September 2024.....

ANNEX 1

County Council Report for Kedington Parish Council.

After the general election work has picked up at county. I have spent the last few weeks visiting our children's homes across the county as part of my role in fostering and adoption.

Haverhill's New Recycling Centre

Haverhill's new £2 million recycling centre at Homefield Road, will open to the public on Thursday 8 August 2024. It replaces the centre at Chalkstone Way and will make recycling and disposal of waste even easier and safer. The Chalkstone Way recycling centre will close permanently to the public on Tuesday 6 August 2024. The booking system will be updated in due course to reflect the move, but as usual customers can still book their slot to drop off waste and recycling at www.suffolkrecycling.org.uk

Haverhill Relief Road

Persimmon have issued a release notifying that CADENT will finish moving the Gas Main in December which has further pushed back the completion of the Relief Road to Spring 2025. This is significant as this now marks 2 years of delays from the original Spring 2023 deadline. West Suffolk Legal teams are exploring legal action in relation to the continued Breach of Conditions.

Anaerobic Digester

We are still waiting for this to come to Suffolk CC Development committee. Acorn have still not submitted all of the documents requested.

Suffolk Highways. The attached PDF is a summary of the report given to SCC scrutiny committee.



The State of Suffolks
Roads - Scrutiny Com

News from Trading Standards

A rogue Suffolk trader has admitted taking thousands of pounds from customers for work that was never carried out or which was sub-standard.

Grant Phillips took a total of £23,511 from eleven customers between April 2021 and October 2023 while operating under three different names. Phillips traded as Superdry Plumbing & Drainage, Rhino Plumb and Plumb Fix, operating around East Anglia before being brought to justice in a prosecution by Suffolk Trading Standards. At Ipswich Magistrates Court on Monday June 3, he admitted fraudulent trading contrary to Section 9 of the Fraud Act 2006 - trading fraudulently by failing to provide materials for work or not completing projects. Phillips, 44, previously of Bath Road, Felixstowe but now of Bailey Gardens, Brantham, is due to be sentenced next month.

An Ipswich property management company and its director is found guilty of breaches of fire safety legislation. Home from Home Property Management Ltd, and company director Edward Ottley were found guilty at Colchester Magistrates Court of eight offences of non-compliance with the Regulatory Reform (Fire Safety) Order 2005 following a prosecution brought by Suffolk Fire and Rescue Service (SFRS).

Suffolk Trading Standards is reminding people to stay alert to the risk of being ripped off by cold callers knocking on their doors.

Suffolk Trading Standards advises people to only use businesses registered with the Suffolk Trusted Trader scheme.

Trading Standards urged anyone thinking of having home improvement work done to use a business that has been vetted and approved under the Suffolk Trusted Trader scheme.

Residents can also protect themselves and their neighbours by nominating their area to become a No Cold Calling Zone, of which there are now more than 200 across Suffolk.

Scams that have been seen in Suffolk

- Kessingland – A trader called at a property offering various home improvement services. The resident was looking to have a conservatory installed which the trader advised that they could do and could provide a quote. The trader returned later in the day and stayed for more than four hours until the resident agreed to have the work carried out and paid a 25% deposit. The consumer has since tried to contact representatives of the company and cannot get any reply.
- Brandon – A consumer contacted a trader who had delivered leaflets in the area to look at a leak in their roof. The trader visited and advised there were two broken tiles which would cost £2,000. Work started the next day and the trader then advised that a new roof was required and quoted £29,900 to remove all roof tiles, felts, batons and repointing and rebuilding chimney, to install new tiles and batons and install a new ridge system. The resident paid £9,000 deposit by cheque. The trader then advised that new beams and insulation would also be required at a further cost of £800. The trader requested two cheques for £13,000 and £8,000 but asked for the payee details to be left blank. Thankfully, the customer's bank became suspicious and froze the cheques.
- Bury St Edmunds – A doorstep caller persuaded a resident to change their broadband provider after a sales pitch lasting two hours, only leaving after the resident finally caved in just to get rid of them. The resident has now been without a phone and call alarm service for five weeks.
- Hadleigh – A doorstep caller convinced the elderly individual to have foil insulation installed, despite the property being a new-build bungalow. £7,600 was paid. The client's son later learned of the installation and on investigating found only half the loft space had had the insulation added. He also found old insulation had not been removed and was in perfect condition.

Anyone wishing to nominate their road should go to the No Cold Calling page on the [Suffolk County Council website](#). For more details about Suffolk Trusted Trader go to [trustedtrader.team](#) Anyone contacted by traders on the doorstep should report them to Trading Standards via 0808 223 1133.

The County Enforcement teams are out about looking for Blue Badge misuse.

ANNEX 2

26 July 2024 (2024-2025)

Kedington Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 26/07/2024		
	Cash in Hand 01/04/2024		82,553.72
	ADD Receipts 01/04/2024 - 26/07/2024		93,032.55
			175,586.27
	SUBTRACT Payments 01/04/2024 - 26/07/2024		24,972.10
A	Cash in Hand 26/07/2024 (per Cash Book)		150,614.17
	Cash in hand per Bank Statements		
	Petty Cash 26/07/2024	0.00	
	Natwest Bank - Kedington Parish 26/07/2024	86,753.72	
	Barclays - Kedington Parish Council 26/07/2024	63,860.45	
			150,614.17
	Less unrepresented payments		
			150,614.17
	Plus unrepresented receipts		
B	Adjusted Bank Balance		150,614.17
	A = B Checks out OK		

Kedington Parish Council
PAYMENTS & RECEIPTS LIST

25 July 2024 (2024-2025)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
32 Clerks and Councilor Training	24/06/2024	KPC 129-05 17-10-23	Barclays - Kadlington		Payment - SALC Training	Suffolk Association of Local	S	-180.00	-36.00	-216.00
31 Contingencies / Sundries	24/06/2024	KPC 129-11 16-4-24	Barclays - Kadlington		Payment - Royal British Legion	Royal British Legion	Z	-30.00		-30.00
34 Grounds, Contract B (Old Sch F	25/06/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kadlington		Routine Payment/V Payment - Grass cutting	M D Landscapes (Angla)	U S	-75.86	-15.17	-91.03
34 Grounds, Contract E (Great Ma	25/06/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kadlington		Routine Payment/V Payment - Grass cutting	M D Landscapes (Angla)	U S	-121.38	-24.28	-145.66
34 Grounds, Contract A (Inc Churc	25/06/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kadlington		Routine Payment/V Payment - Grass cutting	M D Landscapes (Angla)	U S	-742.56	-148.51	-891.07
34 Grounds, Contract D (Calford G	25/06/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kadlington		Routine Payment/V Payment - Grass cutting	M D Landscapes (Angla)	U S	-45.52	-9.10	-54.62
33 Email	25/06/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - TalkTalk email	TalkTalk	S	-4.17	-0.83	-5.00
34 Grounds - Extras	25/06/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kadlington		Routine Payment/V Payment - Grass cutting	M D Landscapes (Angla)	U S	-100.00	-20.00	-120.00
35 Grounds - Strimming	25/06/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kadlington		Routine Payment/V Payment - Strimming	M D Landscapes (Angla)	U S	-672.00	-134.40	-806.40
36 Office Cleaning	25/06/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - Office cleaning	Ana Lopes	Z	-17.00		-17.00
3 Grants and Donations - Sec 13:	27/06/2024	KPC 130-02 18-6-24	Barclays - Kadlington		Receipt - Refund	1st Kedington Sea Scouts	Z	280.00		280.00
38 Clerk Salary	27/06/2024	KPC 129-06 21-11-23 & KPC	Barclays - Kadlington		Routine Payment/V Payment - Wages John Bowell	John Bowell Clerk	Z	-2,004.08		-2,004.08
39 Village Cleaner	27/06/2024	KPC 129-07 19-12-23 & KPC	Barclays - Kadlington		Routine Payment/V Payment - Wages Dennis Brow	Dennis Brownlow - Village	Z	-146.44		-146.44
37 Amenity Cleaning	27/06/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - Dog bins emptying	West Suffolk Council	Z	-1,494.51		-1,494.51
40 Telephone and Broadband	28/06/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - Telephone and Broa	Onezon Ltd	S	-60.96	-12.19	-73.15
41 Clerk Salary	15/07/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - HMRC Payment	HMRC	Z	-1,988.76		-1,988.76
41 Village Cleaner	15/07/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - HMRC Payment	HMRC	Z	-109.80		-109.80
41 National Insurance Contributor	15/07/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - HMRC Payment	HMRC	Z	-790.32		-790.32
42 Asset Maintenance	16/07/2024	KPC 130-02 18-6-24	Barclays - Kadlington		Payment - Gate repairs	Dale Barnes	S	-291.67	-58.33	-350.00
4 Reclaimed VAT	19/07/2024	KPC 130-03 30-7-24	Barclays - Kadlington		Receipt - VAT Reclaimed	HMRC	R			1,130.14
43 Email	25/07/2024	KPC 129-08 16-1-24	Barclays - Kadlington		Routine Payment/V Payment - TalkTalk email	TalkTalk	S	-4.17	-0.83	-5.00
Total								-8,599.20	670.50	-7,928.70

26 July 2024 (2024-2025)

Kedington Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 26/07/2024)

Cost Centre Name

<u>Administration</u>		<u>Bal. B/Pwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
7	Clerks Expenses				100.00		100.00
8	Councillors Expenses				50.00		50.00
9	Clerks and Councilor Trai				1,000.00	180.00	820.00
10	Insurance				2,000.00		2,000.00
11	Scribe Accountants Softw				561.60	561.60	
16	Website				130.00		130.00
38	Subscriptions				710.00		710.00
50	Dropbox				80.00		80.00
54	Audit				655.00	340.00	315.00
55	Electricity				1,000.00		1,000.00
56	Telephone and Broadband				700.00	182.88	517.12
57	Post				20.00		20.00
58	Stationery				175.00		175.00
60	Email				175.00	16.68	158.32
61	Office Cleaning				250.00	51.00	199.00
67	Shared Office Costs with t				360.00		360.00
72	TV Licence				169.50		169.50
73	Portable Appliance Testing				180.00		180.00
					8,318.10	£1,332.18	6,985.92

<u>Asset Register</u>		<u>Bal. B/Pwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
39	Community Asset						
40	Infrastructure Asset						
41	Vehicle, Plant, Furniture E						

<u>Earmarked Reserves</u>		<u>Bal. B/Pwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
48	War Memorial						
49	Recreation Equipment						
63	Legal Fees						
64	Training						
71	Elections						

<u>General Parish Requirements</u>		<u>Bal. B/Pwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
46	Asset Maintenance				4,000.00	291.67	3,708.33
59	Pest Control				600.00	600.00	
74	D-DAY 80				1,000.00	973.90	26.10
					6,000.00	£1,865.57	3,794.43

<u>General Reserves</u>		<u>Bal. B/Pwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
45	Reserve						

<u>Grants and Donations</u>		<u>Bal. B/Pwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
36	Grants and Donations - St			280.00	5,000.00	2,000.00	3,280.00
51	Poppy Appeal - Sec 138B				100.00		100.00
					£280.00	£2,000.00	3,380.00

Current Balance = Balance B/Pwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Created by: [] Scribe

26 July 2024 (2024-2025)

Kedington Parish Council
Net Position by Cost Centre and Code (Between 01/04/2024 and 26/07/2024)

Cost Centre Name

<u>HMRC VAT</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
44	Reclaimed VAT						
<hr/>							
<u>PRECEPT</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
43	Precept		88,746.00				88,746.00
			88,746.00				88,746.00
<hr/>							
<u>Salary</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
1	Clerk Salary			33,684.00	10,086.90		23,597.10
3	Village Cleaner			2,300.00	649.12		1,650.88
4	National Insurance Contrib			3,400.00	1,580.64		1,819.36
				39,384.00	£12,316.66		27,067.34
<hr/>							
<u>Village Maintenance</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
20	Grounds, Contract A (Inc C			8,910.72	2,227.68		6,683.04
21	Grounds, Contract B (Old I			910.35	227.58		682.77
22	Grounds, Contract E (Grez			1,456.56	364.14		1,092.42
23	Grounds, Contract D (Calf			546.21	136.56		409.65
25	Grounds - Extras			1,000.00	100.00		900.00
26	Grounds - Strimming			2,520.00	1,344.00		1,176.00
28	Equipment New			1,000.00	98.90		901.10
30	Contingencies / Sundries			500.00	45.04		454.96
31	Recreation Equipment			4,000.00			4,000.00
32	War Memorial			200.00			200.00
33	Tree Maintenance			3,000.00	230.00		2,770.00
35	Amenity Cleansing			6,300.00	1,494.51		4,805.49
68	The Cut Peppercorn Rent			1.00			1.00
69	Office Extension Pepperc			1.00			1.00
				30,345.84	88,288.41		24,077.43
<hr/>							
NET TOTAL			88,026.00	88,746.84	88,782.80		163,888.14

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Created by [] Scribe

26 July 2024 (2024-2025)

Kedington Parish Council
Reserves Balance up to 26th Jul 2024
2024-2025

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
General Reserves	62,130.48	11,162.25			73,292.73
Total Capital	62,130.48	11,162.25			73,292.73
Earmarked					
Recreation Equipment	1,314.90	4,000.00			5,314.90
War Memorial	728.00	200.00			928.00
Legal Fees	4,000.00				4,000.00
Training	300.00				300.00
Elections	2,918.09				2,918.09
Total Earmarked	9,260.99	4,200.00			13,460.99
TOTAL RESERVE	71,391.47	15,362.25			86,753.72
GENERAL FUND					63,860.45
TOTAL FUNDS					150,614.17