

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON  
MONDAY 16 SEPTEMBER 2013 IN KERSEY VILLAGE HALL AT 7.30 PM**

**PRESENT**

John Hume – Chair, John Maltby, Veronica Partridge, Giles Hollingworth, Yvonne Martin, John Robinson, Dawn Kendall (for part of the meeting), Jenny Antill (for part of the meeting) 7 members of the public and the Clerk – Sarah Partridge

**113/13 APOLOGIES** were received from Natalie Blyth the Internal Auditor.

**114/13 CO-OPTION TO FILL THE VACANCY FOR ONE PARISH COUNCILLOR**

The vacancy has been promoted on notice boards and in the newsletter; there had been some interest but no applicants for the position. It was agreed to continue to actively promote the vacancy by word of mouth as well as advertising.

**115/13 ACCEPT MEMBERS' DECLARATIONS OF INTEREST**

Yvonne Martine declared a pecuniary interest in agenda item 10; to consider the planning application B/13/00909/FHA Row View, The Street since she is the applicant.

**116/13 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS  
RECEIVED FROM COUNCILLORS** – None received

**117/13 REPORTS** -The meeting was adjourned to receive reports.

a) **Police** – No report

b) **Suffolk County Councillor** – Jenny Antill gave her report which is appended to the minutes of this meeting.

c) **Babergh District Councillor** – Dawn Kendall reported that Babergh is now getting to grips with the impact of the Localism Act and how this can help communities protect their assets such as pubs and shops. Little Manor has been given permission for listed building consent following a long appeal. Dawn answered questions from the floor, including a question about the Tesco application. *Jenny and Dawn then gave their apologies and left the meeting.*

The meeting was reconvened.

**118/13 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 8 July 2013 were signed and dated as being correct.

**119/13 CLERK'S REPORT**

It is hoped that the water drainage problem near Ailsa Cottage on The Green has been resolved. Bryn Hurren has completed all repairs to the Oak Kersey sign. A response from SCC is awaited about who is responsible for trees near the public highways in Kersey.

**120/13 CORRESPONDENCE**

a) Fresh Air Fitness had written notifying the Council of a possible safety risk with the air skier. The Clerk will follow this up.

**121/13 FINANCE**

A copy of the accounts to date and a financial statement, showing bank balances and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved. Councillors all had a copy of the budget comparison for the year, appended, and reviewed actual spending against the budget. The Clerk answered a couple of questions. When preparing the renewal

paperwork for the volunteers insurance it became apparent that the cover had been changed so that only members of the Parish Council and not other volunteers were covered under this policy. Therefore the cheque raised at the meeting in July for the volunteer insurance renewal was cancelled. Following a discussion with Suffolk ACRE it was agreed to take out a new insurance policy for the Parish Council. This policy is very similar to the previous policy, underwritten by Zurich; as well as covering all the usual public liability, fidelity guarantee, playground cover, assets etc it also has an element for personal accident for employees, volunteers and committee members. This new policy was effective from 1 August 2013 to ensure continuous cover for volunteers. Suffolk ACRE has made no charge for this change of cover until renewal on 1 October 2013. The annual premium for 1 October 2013 to 30 September 2014 is £570.85. Suffolk ACRE agreed to transfer to this new policy within the terms of the long term undertaking so the renewal is for the final year of our long term undertaking. The budget figures for insurance are £575.00 plus £56 for volunteer insurance so this change has made a slight saving on total estimated insurance costs for the year.

John Robinson was appointed as the Council's Financial Controller.

Natalie Blyth our Internal Auditor will carry out an interim internal audit on Monday 7 October.

Councillors were reminded that the next Ordinary Parish Council meeting on 18 November will be the budget setting meeting.

### **122/13 PLANNING APPLICATIONS**

B/13/00567/FHA Kersey Mill, Hadleigh Road – Erection of 3 bay cartlodge. Babergh refused this application, which is contrary to the Parish Council recommendation to support the application. The Clerk has contacted Babergh to ask for feedback as to whether the Parish Council view was taken into consideration, this may help Councillors when considering future applications. A response is awaited.

B/13/00463/FHA & B/13/00464/LBC Ayres End, The Green, full application and listed building consent – Demolition of single-storey front element; Demolition of part front wall of existing side link element; Erection of single storey front extension; Blocking up of existing doorway in existing side link element; Erection of new external wall and roof extension to existing side link element; and internal alterations. Babergh granted permission for these applications.

B/13/00553/LBC Quill House, The Street – Listed building consent – Replacement of internal flooring; external repairs and works to garden wall. Babergh granted listed building consent for this application.

B/13/00845/TCA Brook Cottage, The Street – Fell 1 Eucalyptus gum tree. This application was received which the Parish Council did not consider; Babergh has granted permission for the tree to be felled.

Appeal D3505/E/12/2187857 - B/12/00211/LBC – Little Manor, Church Hill - Listed Building Consent – Internal and External works. Following a lengthy appeal it has been allowed and listed building consent is granted for repairs and restoration work subject to conditions.

B/13/00862/FUL Goslings Hall, Goslings Green, Groton – change of use of farm building to residential annexe and 1 holiday let. The Parish Council did not consider this application; the property is not in Kersey.

B/13/00909/FHA Row View, The Street – Erection of new shed (following demolition of existing)  
*Yvonne Martin declared a pecuniary interest and left the meeting.*

Councillors reviewed the documentation and considered the application. It was agreed to fully support the application.

*Yvonne Martin re-joined the meeting.*

### **123/13 KCPC WORKING GROUP**

RoSPA will be visiting the playground at some point in September to carry out their annual inspection. The Annual quiz will be on 16 November in the village hall, more information will be in the newsletter. A maintenance day will be held in October and a KCPC meeting is also planned.

### **124/13 FOOTPATH WORKING GROUP**

John Maltby reported no problems with the footpath network in Kersey; all paths are walkable and had now been cut.

**125/13 TO DISCUSS WAYS TO IMPROVE THE FOOTPATH LINKS BETWEEN THE CENTRE OF THE VILLAGE AND VALE LANE INCLUDING THE PROPOSED JUBILEE STEPS, TO AGREE TERMS OF REFERENCE FOR THE WORKING GROUP**

Giles Hollingworth gave an update on the project. The Working Group had put together a consultation document to seek opinions on the preferred nature of the path to be constructed down the steep slope adjacent to Kersey Church between the lych gate and Church Hill, which is a public footpath. It was distributed to approx. 200 households in Kersey and to families at Kersey School. Disappointingly only 40 replies were received; 38 in favour of a series of 15 gently sloping long steps, only 2 preferred a single steep sloping path. Additional ideas put forward included 5 for hand rails, 2 for gates at the bottom, 2 disliked the proposed surface for the path, 1 each suggested zigzag path, stepped and sloping path, passing places. All these ideas will be considered by the working group when drawing up the final specification for the path. It was agreed to continue working on plans for the path with a series of 15 gently sloping long steps. This will include further consideration as to the manner of construction and the surface finish, costs and finance for the project. The Working Group will also be addressing the question of an improved route between Vale Lane and the entrance to Church Walk. This particular section of road around the corner near The Old Vicarage is potentially dangerous for pedestrians. A response is awaited from SCC highways about this section. The Clerk had spoken to a planning officer at Babergh who said that planning permission would be needed; it may be that SCC can deal with this since it is a public footpath. Finance for the project was discussed, once costs for the proposed path have been established the Working Group will be able to consider how much money needs to be raised and where it will come from. Ideas put forward were coffee mornings, community fundraising projects, Millennium Book Fund as well as outside funding. It was agreed that fundraising in the community would be good as it would encourage ownership of the project and encourage community spirit for a project which will be a permanent memorial for the Queens's Diamond Jubilee. Anyone who wishes to join the Working Group would be welcomed. Councillors all had a copy of the proposed Terms of Reference for the Working Group and these were adopted, copy appended.

**126/13 TO DISCUSS PROVIDING A TIMBER GRIT BOX IN VALE LANE AND AGREE EXACT LOCATION**

Councillors agreed a timber grit storage box should be provided for Vale Lane, Giles Hollingworth and John Maltby offered to construct this; materials would cost no more than £25, which will come from contingencies in the budget. The box will be located near to the car park sign in Vale Lane.

**127/13 TO DISCUSS WRITING A COMMUNITY EMERGENCY PLAN**

John Hume has started work on a short emergency plan for Kersey; he will circulate a draft to Councillors for feedback before the next meeting.

**128/13 PARISH PLAN – PROGRESS ON ARRANGEMENTS TO UPDATE THE PLAN**

John Hume will contact the chair of the original steering group to discuss a way forward. The need for a formal review and the costs involved were discussed as well as the possible benefits of carrying out a formal review. It was agreed that a review would give residents the opportunity to highlight issues and any needs in community. Issues which may be of concern were mentioned, including parking in the village and at the school also safety concerns around poor parking and traffic speed in the parish. It was agreed to put Parish Plan review on the agenda again for the next meeting.

**129/13 ARRANGE CLERK'S JOB APPRAISAL AND SALARY REVIEW**

John Hume will arrange with the Clerk a convenient time to carry out an appraisal. He will also contact Andrew Cumming the previous Chair to get feedback for the earlier part of the year.

**130/13 TRAINING**

Information about training courses is regularly circulated to all Councillors and there is funding in the budget to pay for training.

### **131/13 REPORTS FROM MEETINGS**

John Maltby had attended the SALC/Babergh Area meeting in September, a presentation was given by the Suffolk Fire and Rescue Service, they offer free home fire safety checks to identify areas of concern, an information leaflet will be placed in the Parish Council box in the Church.

### **132/13 FORTHCOMING MEETINGS**

30 September 7.30pm Kersey Footpath Working Group meeting in the village hall.

### **133/13 ANY OTHER BUSINESS**

It was noted that several signs had been left following the highway resurfacing during the summer; the Clerk will contact SCC highways to ask for them to be removed.

Following a brief discussion on an alleged incident in Kersey, the Chair asked that it be dismissed as rumour until more facts are known.

The meeting was adjourned for 'Parish Time'

It was mentioned that since there are concerns about the shortcomings of the Babergh Planning Department this places a greater need for Parish Councillors to consider planning applications carefully taking into account relevant planning law and policy.

The meeting was reconvened.

There being no further business the meeting closed at 9.20 pm.

Appended to these minutes are 7 sheets:

- Report from SCC Councillor Jenny Antill (2 sheets)
- Kersey Parish Council Receipts and Payments to date (2 sheets)
- Kersey Parish Council Finance sheet for 16 September 2013
- Kersey Parish Council Budget comparison to 15 September 2013
- Jubilee Steps and Vale Lane Footpath Link Working Group TOR