

**KESGRAVE TOWN COUNCIL**  
**Planning and Development Committee Minutes**  
**Minutes of the Meeting of the Planning and Development Committee held on**  
**the 14<sup>th</sup> December 2015**

**Councillors Present:**

K Archer (Vice Chairman)  
N Beecroft-Smith  
B Crutchfield  
D Isaacs  
P Mills (Chairman)  
J Ogden  
I Wallace

**In Attendance:**

- Mrs S Clements (Clerk to the Council)
- There were no members of the public present.

1. **Apologies for Absence** – There were no apologies for absence.

2. **Declaration of Interests** – There were no declarations of interest.

3. **Minutes of the Last Meeting held on the 23<sup>rd</sup> November 2015** – These Minutes were received, considered and approved by the Committee. (Full details are available with these Minutes)

4. **Clerks Report/Update**

Matters Arising Minute Number 4 – Main Road Post Office Branch- The Committee noted that the consultation period finished on the 5<sup>th</sup> November 2015. It was noted that the majority of the consultees were in favour of the new relocation at 1 Dobbs Lane, which is some 0.7 miles from the current site. It was also noted that there is a regular direct bus service, well-lit pavements with dropped kerbs at the new site and the new operator will carry out improvements to the parking area by clearing away bushes, marking out designated parking spaces, installing extra lighting and will provide additional signage highlighting the customer parking facilities. Councillors noted that the actual date of the relocation has not been confirmed as yet at this stage.

5. **East of England Co-Op** – The Committee received a presentation from the Co-Op including an update regarding the plans and timeframes with regard to the development of the new store at Hartree Way, Kesgrave. The Committee noted that the tender process is currently underway, where it is proposed that work will commence at the end of January 2016. The structure will be sustainable and “environmentally friendly”. They also noted the background to the East of England Co-Op, the regional Society and the spread of stores across the local area. The Co-Op are aware of the Kesgrave Covenant and feel that they will be providing a good service to the local community. The Committee noted the valuable Community Projects that the East of England Co-Op is involved with, including token schemes to support local organisations. The Committee noted that local suppliers’ products will be stocked at the Store.

Engagement with local School children will be an initiative by the new Store. It was noted that currently there are no proposals for an Automated Teller Machine (ATM) at the Store. The East of England Co-Op consider that it is unlikely that in the future it would wish to enlarge the Store. With regard to possible noise nuisances whilst the construction is underway, the Co-Op agreed to look into this matter and report back to the Town Council, including restrictions on the working patterns, working days and hours of contractors, including at weekends.

6. **Schedule of Applications/Proposals** – The Committee considered and commented to the Local Planning Authority. (Full details are available with these Minutes)
  7. **Schedule of Planning Decisions** – The Committee noted these details. (Full details are available with these Minutes)
  8. **Representation from Kesgrave Town Council at Local Planning Authority (LPA) Development Control Meetings** – Councillor Archer advised The Committee that he had not needed to attend any of these Meetings since the last Committee Meeting of this Town Council.
  9. **Neighbourhood Plan** – The Committee noted that responses are currently awaited from Brightwell, Foxhall and Purdis Farm, Playford, Rushmere St Andrew Parish Councils. It was noted that the Neighbourhood Plan Steering Group will meet again during February 2016.
- Open Spaces Analysis Steering Group** – Councillor Ogden advised the Committee that unfortunately the Town Council was unable to respond to the County Council's consultation document due to unforeseen circumstances.
10. **Suggestions for Kesgrave News Articles – January 2016 Edition** – The Clerk reported on the submitted details for January 2016.
  11. **Matters of Communication of Sufficient Urgency and Importance as Agreed by the Chairman for Discussion** – There were no items to report.
  12. **Date of Next Meeting** – The next Planning and Development Committee Meeting will be held on Monday, 11<sup>th</sup> January 2016 at 6.15pm. (Plans will be available to view from 6pm).

*There being no other business, the Meeting closed at 6.45pm.*

**Signed: Chairman.....Date.....**