

Kesgrave Town Council

Recreation and Amenities Committee

Minutes of the meeting of the Recreation and Amenities Committee held on Monday 25th June 2012 at 7.30pm in the Council Chamber.

Present: Mr A Comber (Chairman) Mr J Ogden
Miss S Hall (Project Officer & PTLO) Mrs S Ogden
Mr G Lynch Mr M Rayment – arrived at 7.36pm

In attendance: Mrs J Francis (Deputy Clerk to the Town Council)
Mrs V Read (Clerk to the Town Council)
Mr D Fairbrother
Mrs N Goodchild
Mrs J Smith
Rev R Spittle
1 Member of the Public

1. Apologies

Mr N Beecroft – family commitments

2. Declaration of interests

Mr Comber declared a personal interest in item 10.b., Rupert Fison Centre, Review Market Manager's Contract being a Director of RFC and Scout Leader at 1st Kesgrave Scout Group, and remained in the room during consideration and discussion of the matter.

3. Minutes of the last meeting held 30th January 2012

Members were reminded the meeting due to be held on March 19th was cancelled because of lack of business. The minutes of the meeting held 30th January having been circulated were taken as read, approved and signed by the Chairman.

4. Matters Arising

a. Late items for information None.

Mr Rayment arrived during the adjournment

An adjournment was declared:

Miss Hall, of Trinity Close, as a member of the public, thanked KTC for asking her to join the Library Working Party, an invitation she was pleased to accept. She understood SCC Officers are to attend the next Full Council Meeting to present the new manner in which Library Services are to be provided and as a member of the public would like to ask questions regarding the position of Kesgrave Library within this structure. She listed questions she would like to ask and received clarification and suggestions on some of the points raised. It was agreed the newly formed Working Party would arrange a meeting after Council has heard the SCC presentation .

Mr Rayment left.

Agenda item 15 was brought forward and is minuted here.

15. SCDC Divestment of Open Spaces and Play Areas

a. Fentons Wood The Clerk reminded the Committee the future ownership of Fentons Wood is in debate and it is understood that SCDC do not want to take ownership of this Public Open Space. It is their preferred option to see the transfer of land move from the Developer, Taylor Wimpey to KTC. With the ownership would come a commuted sum of approximately £70,000 and a Management Plan. The Town Clerks do not have the expertise regarding woodland management and would not be able to assess if a contractor carried out the work to an acceptable standard. The Clerk stated Miss Hall does have the expertise required and has viewed the Management Plan on Council's behalf.

Miss Hall stated the Plan raises lots of questions that require clarification and having read the planning consent it would be necessary for checks to be carried out to see if the Developer has fulfilled any requirements before transfer. She stated there are other bodies such as British Standards, Wildlife and Countryside Act and the Woodland Trust where, if required, assistance can be requested. She suggested a meeting should be held with SCDC Officers to discuss the Management Plan to gain further understanding in order that Full Council can make a proper assessed decision regarding the commitment of ownership.

It was noted SCDC has already involved Greenways, a potential contractor, in the discussion of divesting this woodland. It was the opinion of the Committee this was not good practice and they would not wish to involve any potential contractor at this stage of the proceedings.

If Council agree this transfer is a positive move to undertake, the Committee are aware community support is vital. However, until all the information has been clarified no commitment is possible at present. It was agreed Miss Hall will arrange a meeting with SCDC bringing back her findings to Full Council to discuss the way forward.

5. Burials

a. Review of Burial Fees The Committee were reminded the Burial Fees have remained unchanged since October 2010. This decision had been taken due to the economic climate and the reduction in the number of interments. The Lawn Cemetery no longer has any new plots available, with the exception of the Scattering of Ashes area, and the burials that do take place are re-openings or reserved plots. It was suggested and the Committee **agreed** that the burial fees will be reviewed every 5 years, taking into account the previous two years and the increase will be calculated from the cumulative yearly inflation rate.

b. Late items for information None.

6. Library Provision

a. Working Party Report This item had been discussed during the adjournment.

7. Litter

a. Late items for information None.

8. Public Open Space Reports

a. Cedarwood Green Nothing to report.

b. Cedarwood Walk Nothing to report.

c. Legion Green Nothing to report.

d. **MSG** Nothing to report.

e. **Long Strops Pond** It has been suggested Long Strops Pond requires a Management Plan between its present contractor, Greenways, and KTC. A Management Plan will specify what work is required, when it will be carried out and record any problems found. A draft plan has been drawn up and issued to Greenways asking for comments and dates when specific tasks are expected to be carried out. It is anticipated further discussion will be required before the final document is agreed.

The Committee were reminded of their preferred option to divide the Pond into three sections. This has not been progressed as the water level in the Pond has been usually high, it will therefore be reconsidered later in the year.

f. **Late items for information** None.

9. **Roads, footways and footpaths**

a. **Late items for information** None.

10. **Rupert Fison Centre**

a. **The Committee resolved that the public and the press be excluded for consideration of Item 10.b. Review Market Manager's Contract since publicity would prejudice the public interest by reason of the confidential nature of the business, and that these matters be deferred to follow item 17 on the agenda.**

b. **Review Market Manager's Contract** This item was held after Item 17 and is minuted there.

11. **Kesgrave Conservation Group Report**

In the absence of Mrs Sanford, the Deputy Clerk reported the Group has identified several sites as part of the proposal to plant 60 Oaks to celebrate the Queen's Jubilee. A meeting has been arranged, in July, between KCG, SCDC and SCS Ltd to discuss the proposal and suitability of the chosen sites. Permission will then be sought from the relevant landowners, in addition to SCDC, to carry out the planting during the Autumn.

12. **PTLO Report**

Miss Hall, as PTLO reported:

- she is waiting for clarification from Mr C Hudson, County Councillor, who reported at the May KTC meeting Kesgrave bus service has been increased which has not been the case;
- the article in Kesgrave News, asking for residents to register their support of a proposal to introduce a direct bus service to Felixstowe, had received too few responses to make it a viable proposition;
- she had supplied Mr Comber with new information to update the bus leaflet.

13. **P3 report**

In the absence of Mr Rayment, Mr Comber stated a walk is being organised for October and will be publicised in Kesgrave News.

14. **Play Equipment Improvements and Provision**

a. **Additional Play Equipment** Miss Hall, as Project Officer, explained due to recent independent tests regarding Health and Safety the grass matting proposed for the new play equipment is

only guaranteed to a 2m fall height. This is lower than the fall height for the chosen apparatus. However, the supplier has agreed, if an order is placed, they will provide any alternative surface at no extra cost to KTC.

Three options, details of which are attached at **Annex 1** to the permanent copy of these minutes, were presented to the Committee and were discussed at length. The preferred option is to use wet-pour, (recycled rubber tyres with a polyurethane resin binder). Wet pour is formed "insitu" by a chemical mixing, wetpouring, levelling and rolling process and carries a 5 year warranty. This surface can be easily maintained and can be successfully repaired, by specialists, on a small or larger scale if required. A full replacement will cost around £14,000, or £7,000 for a skim coat. There may also be some additional disposal costs as the old material would need to be disposed of through a specialist waste outlet. However with the supplier covering the initial cost (over and above the cost of the original grass mats) and with 5 year guarantee the Committee believe KTC will be able to budget for any future depreciation.

Although not a requirement, Miss Hall suggested the Committee may wish to consider the addition of fencing which would address resident concerns regarding the presence of dog fouling in the play area. The Committee agreed this was a good opportunity to investigate the installation of fence to encompass all the play equipment excluding the 5-a-side goal posts. Although this would not fulfill the resident's request the majority of play equipment will be protected. The Committee also agreed that 4 single gates should be incorporated into the fence (one on each side), along with double gates for grass-cutting and maintenance access. The fence and gates details to be agreed with SCDC/Suffolk Coastal Services to suit grass-cutting and access requirements.

The Committee were also informed the alternative surface treatment will require amendments to the original planning application and the fencing, when chosen, will also require planning permission. It was agreed Miss Hall should investigate the use of galvanised fencing, seeking quotes to present to Full Council in August. Planning permission will then be sought from SCDC with the intention of applying for grant funding to assist with both the proposed play equipment and the fencing.

The Committee also considered which colours should be incorporated and asked for the wet-pour surface to be green, the play equipment ropes to be red and the fencing to be uncoated galvanised steel.

Agenda item 15 was discussed after the adjournment and is minuted there.

15. SCDC Divestment of Open Spaces and Play Areas

a. Fentons Wood

16. Agenda items to be published in Kesgrave News

None received.

17. To receive such other communications or matters of sufficient urgency and importance that the Chairman will allow for discussion.

Mr Ogden stated the provision of a skatepark still appears high on the wish list of many local youths and he had been looking at a possible site on Grange Meadow POS. The Chairman stated this matter had been discussed many times and all possible local sites had been extensively investigated. He explained a major factor was the distance required between the park and residential properties so that noise would not be an issue and for that reason POS areas within the Grange Farm Development, including Grange Meadow, had been rejected.

Mrs Smith and the Member of the Public left.

The Committee were then able to consider the following:-

10.b. Review Market Manager's Contract On the direction of Full Council the Chairman had revised the conditions appertaining to Mrs Camilleri's contract, as Market Manager, as her duties and responsibilities had changed with the development of the Market. The draft job description was issued to Members and the changes highlighted. After some additions, it was **agreed** the document, as attached to the permanent copy of these minutes at **Annex 2**, will be **recommended to Full Council to accept**.

The Deputy Clerk also informed the Committee in response to a request for funding Mr C Hudson had agreed to provide assistance for the Market from his Locality Budget.

18. Date of Next Meeting – 24th September 2012

The next Full Council Meeting will be held 9th July 2012.

The Chairman closed the meeting at 9.32pm.

Chairman