

**KESGRAVE TOWN COUNCIL**  
**Minutes of the Meeting of the Full Town Council Meeting held on**  
**8<sup>th</sup> February 2016 in the Council Chamber, Kesgrave Town Council**

**Councillors:**

K Archer  
N Beecroft-Smith (Chairman)  
R Bridgeman  
A Comber  
B Crutchfield  
D Fairbrother  
S Fairbrother  
N Goodchild (*Apologies given*)  
D Isaacs  
S Lawson  
G Lynch  
J Ogden  
P Mills  
R Spittle (Vice Chairman)  
G Thomas  
I Wallace (*Not Present and Apologies not given*)

**In Attendance:**

Mrs S Clements (Town Clerk).  
Mrs D Jimpson (Business and Finance Manager).  
Mr Leigh Jenkins– (Business Liaison Manager – Suffolk Constabulary).  
District Councillor Mower  
Four Members of the Public and One Representative from the Local Press.

1. **Welcome and Apologies for Absence** – The Chairman – Councillor Beecroft-Smith welcomed everybody to the Town Council Meeting, including Mr Leigh Jenkins, Business Liaison Manager from Suffolk Constabulary, four members of the Public and a representative from the Press. The Council received an apology for absence from Town Councillor Goodchild. (*Councillor Wallace was not present and no apology for absence was given*). An apology for absence was also received from District Councillor McCallum and County Councillors Hudson and Whiting.
2. **Declaration of Interests** – Members made various declarations of interest which they recorded in the Interest Book. (Full details in the public Interest Book). Councillor Comber declared a pecuniary interest under the item relating to the Schedule of Accounts, as the ICT service provider to the Town Council. Councillor Archer declared a pecuniary interest under the Schedule of Accounts relating to SALC expenses. Councillor Ogden also declared a non-pecuniary interest under the item relating to the Schedule of Accounts and Kesgrave Library in his capacity as a volunteer. Non-pecuniary interests were declared under the Agenda item relating to Recreation and Amenities Matters – Cedarwood Green, as nearby local residents by Councillor D Fairbrother and Councillor S Fairbrother.

3. **Minutes of the last Full Town Council Meeting held on the 11<sup>th</sup> January 2016 and the Extraordinary Meeting of the Full Town Council held on the 13<sup>th</sup> January 2016**  
– Both sets of these Minutes were received, considered and agreed, following the subsequent vote. (A Copy of both sets of these Minutes are in the Minute Book).
4. **Clerks Report/Update**– There were no updates to report.
5. **Chairman's Communications** – Councillor Beecroft-Smith – the Town Council's Chairman thanked the residents of Kesgrave for attending the Extraordinary Meeting held on the 13<sup>th</sup> January 2016, as a result of the planning application received for a proposal to build 300 residential dwellings off of Bell Lane. He thanked the District Councillors and District Council Officers for their assistance. The Chairman advised the Meeting that this Council's Planning and Development Committee, as statutory consultee, has arranged for the Clerk and Councillor Ogden to speak on behalf of the Town Council and to attend the Development Meeting at the District Council on the 24<sup>th</sup> February 2016. It is hoped that this will result in a good outcome for Kesgrave. He reported on his recent attendance at the Kesgrave Library celebratory event, following 10 years in its permanent building at Kays Close. The Chairman advised the Meeting that the special presentation and cake cutting was very well attended at the Library. Councillor Beecroft-Smith was complimentary about the Library, which is an excellent and well-used community facility, run by a very small team of motivated and enthusiastic staff and volunteers.
6. **Suffolk Policing Review and Match Funding** – Mr Leigh Jenkins, Business Liaison Manager from Suffolk Constabulary reminded Councillors about the recent decisions by Suffolk Constabulary following the review of local policing in Suffolk. The review includes the match-funding Police Community Support Officers (PCSOs). In the case of the shared PCSO for Kesgrave and Rushmere St Andrew, Suffolk Constabulary will no longer be able to fund its share of the PCSO, which has been jointly funded by Kesgrave Town Council. However, this decision has now been postponed until April 2017. Some of the changes following the review will commence on the 1<sup>st</sup> April 2016, including closing the Safer Neighbourhood Team (SNT) Office in Kesgrave (date to be confirmed), and its relocation to the North East Ipswich SNT Office in Heath Road, Ipswich, (opposite Ipswich Hospital). At this stage though, this Council will not have to make any decision about match funding until the next financial year. At its last full Town Council Meeting, a proposal was considered to fully fund a PCSO at a cost of £21,315, (two thirds, with the remaining one third being funded by Rushmere St Andrew Parish Council – who are currently considering this option also). However, Councillors resolved that they needed further information before making a decision. Following the questions raised by this Council, Mr Jenkins responded by advising as follows:- The new hours for PCSO's have been established as a result of the Suffolk Local Policing Review. The hours outside of the review will be covered by Police Officers from the SNT and Response Team, (i.e. not PCSO's). It is not therefore, possible for shift patterns to be flexible in order to meet the needs of Kesgrave and evening Policing coverage. With regard to the Town Council's input regarding agreeing Policing objectives and priorities for Kesgrave, the Council can request that any funded PCSO targets issues that have been raised by their community within the PCSO's laid down shift patterns. The reporting method to the Town Council would be covered within the Service Level Agreement with the Council and the Police. Additionally, it would not be unreasonable to request that any funded PCSO submits quarterly updates on the targeted areas and the outcomes to the Council.

Mr Jenkins agreed to continue to keep the Clerk updated on any matters as they arise, which subsequently will be advised to the full Town Council.

7. **County and District Councillors Reports** – The written Report from District Councillor Lawson was received and noted. Town and District Councillor Lawson clarified points raised regarding this Report.

The Report from Councillor Lawson included updates regarding the Enabling Communities Task Group Updates and its Capital and Revenue Grant Programme, his attendance at the Extraordinary Meeting of the Town Council on the 13<sup>th</sup> January 2016 regarding the proposal to build 300 residential dwellings off of Bell Lane. Councillor Lawson also provided updates on Budgets, including his own Enabling Budget which has assisted local organisations in Kesgrave. He spoke about the District Council Licensing and Health Meetings and provided a Highways Update, (this being on the works being undertaken at the end of Bell Lane).

Town and District Councillor Lynch spoke about his Enabling Budget, where he has a small amount of funds remaining. He spoke about the District Council's recent Scrutiny Meeting, which included the latest updates regarding the Police Review.

District Councillor Mower spoke about the District Council's 33% allocation of affordable homes and the associated consultation. She spoke about the District Council's new headquarters, which will be named "East Suffolk House". With regard to parking, where penalty tickets are currently issued by Suffolk Police, Councillor Mower advised the Meeting that Suffolk Coastal and Waveney District Council are currently in discussions with Suffolk Police and Suffolk County Council regarding the possible issue of penalty tickets by the District Council. Councillor Mower advised the Meeting that she had attended the same Scrutiny Meeting as Councillor Lynch. She spoke about the reduction in national government grants and the full business rate increases. Councillor Mower agreed to monitor the position and report back with any new updates. Councillor Mower had attended the Cabinet Meeting on the 2<sup>nd</sup> February 2016, where it was agreed to pump some £1.68 million into the District Council. She spoke about the possibility of the District Council acquiring and developing land for social housing. Councillor Mower asked Town Councillors for an update regarding her offer to contribute a grant from her Locality Budget for the purchase of a notice board for the town – say at Oak Meadow. Councillor Comber thanked Councillor Mower and advised that the matter will be discussed in greater detail at the next Recreation and Amenities Committee Meeting on the 22<sup>nd</sup> February 2016. He advised that he was aware that additional seating as opposed to a notice board is required, with full details and location to be advised shortly. (Full details are attached to these Minutes in the Minute Book).

8. **Kesgrave Safer Neighbourhood Team (SNT)** – The latest Report was received and noted, including details about the changes to the PCSO post, closing of the SNT Offices, Anti-social behaviour with a teenager at the Tesco Metro Store and with youths and cars, where Community Protection Notices may be issued, an illegal immigrant, general policing patrols, a neighbourhood dispute, checking for motoring offences and road traffic collisions. Since the last meeting on 11<sup>th</sup> January 2016 there have been 19 crimes recorded in Kesgrave as follows:

4 x Assault without injury – Dobbs Lane, Castle Gardens, St. Isidores, Stewart Young Grove, 3 x Theft from Motor Vehicle – Edmonton Rd, Jewell View, Deben Valley Drive, 2 x Interference with Motor vehicle – Penryn Road, Reeve Gardens. 2 x Sex Assault on Female Under 13 – Glanville Place, Wilkinson Drive. 1 x Attempted Burglary Dwelling – Francis Close, 1 x Possession of Offensive Weapon – Main Road. 1 x Criminal Damage Vehicle under £5,000 – Dobbs Lane, 1 x Dog Causing Injury – Deben Valley Drive. 1 x Attempted Robbery – Camborne Road. 1 x Attempted Blackmail – Dewar Lane. 1 x Malicious Communications - Shelbourne Close. 1 x Blackmail – Quebec Drive. (Full details of the Reports are in the Minute Book).

9. **Members of the Public** – No members of the public wished to speak at this point during the Meeting.

#### 10. **Finance and Governance**

- **Schedule of Accounts** – The Council, received, considered and agreed the Schedule of Accounts and payments in the sum of £15,387.79, following the subsequent vote. The request to transfer £10,000 from the Saver Account in order to make these payments was also agreed.
- **Finance and Governance** – There were no other items to consider.
- **Power of Competence** – Councillor Ogden explained to Councillors that the Town Council is currently fairly restricted in some of the legal powers that it can utilise as a result of it not currently benefiting from the Power of Competence. He explained that this is due to the insufficient percentage of elected Town Councillors. (At least two thirds of Councillors would need to be elected, as opposed to co-opted).

11. **Lease of Unit, Ropes Drive – Proposed Community Café** – Councillor Mills advised Councillors that the Safer Neighbourhood Team (SNT) lease expires during August 2016 at the Shop Unit Number 1 at Ropes Walk, near to the Tesco Metro. However, the date that the SNT actually vacate these premises has not as yet been confirmed. Councillors considered the extensive investigative work carried out by Councillors Mills and Ogden regarding Spark, (with possibly another community group), opening a Community Café at the said premises. It was noted that the capital start-up costs would possibly derive from Spark and possibly another community group's reserve funds and that a charitable body be set up, with trustees from Spark and other community groups. The Town Council could possibly consider providing business support services at a nominal cost, for example, accountancy, HR, Health and Safety, Risk Assessments, use of ICT Services and some limited printing. It was also suggested that this Council could possibly consider making a grant each year, as part of its annual Grants Schedule towards the revenue costs of the community enterprise. A full and detailed discussion ensued. It was agreed, following the subsequent vote, that at this early stage, the Town Council should support this project in principle only.

*One member of the public spoke at this point, asking if the Café 66 Group would be involved in this initiative. Councillor Mills responded by advising that this has not been decided as yet, but initial thoughts were that it would be a separate entity.*

**12. Planning and Development Committee Meeting Minutes – 11<sup>th</sup> January 2016 –**

The Council received and noted the Minutes of the Planning and Development Committee as presented by Councillor Mills the Chairman of this Committee, following the Meeting held on the 11<sup>th</sup> January 2016. (A full copy of these Minutes are in the Minute Book).

**13. Community Services Matters –**

- Community Services Committee Meeting Minutes – 25<sup>th</sup> January 2016 – The draft Minutes of the Meeting held on the 25<sup>th</sup> January 2016 were received, considered and agreed. (Full Details are attached to these Minutes).
- Community Services Matters - Mrs Jimpson advised the Council that the Spark grant of £1,000 has been received and that the £6,000 contribution towards the Youth Club has been agreed. Councillors thanked Spark for its generous financial support, which is greatly appreciated. Mrs Jimpson will pass on the Council's appreciation to Spark and write to thank them. The Business and Facilities Manager reported on the request received from Kesgrave Kestrels, asking that the Town Council consider the possibility of purchasing and installing a defibrillator outside of the Millennium Jubilee Hall building. Councillors noted that the Kesgrave Park Run would also be in favour of such a facility. Councillor Lynch advised the Meeting that he may be able to assist with sourcing suitable equipment. The Council noted that grants may be available via the British Heart Foundation. It was agreed, following the subsequent vote to proceed with sourcing and ordering this valuable equipment for the use of the community.

**14. Recreation and Amenities Matters -**

- Roads, Footways and Footpaths, including the Proposed Crossing – There were no further updates at this stage.
- Cedarwood Green Public Open Spaces Matters and Proposed Public Spaces Protection Order (PSPO) - Cedarwood– The Town Council noted the Home Office advice that has now been received from the District Council. It was agreed that the District Council should advise local residents that it is not possible to restrict traffic going to Peart Grove. A full and detailed discussion ensued. It was agreed, following the subsequent vote not to enact the Order for the fenced off area for the times stated, which will mean that the lights will have to be turned on until the closure time for safety reasons. This would appear to be the most practical solution, where the Town Council would continue to work closely in conjunction with the young people, residents and community partners and progressively have the lights on towards 9pm. To reaffirm the timings are 8am – 9pm and during the winter months, 8am until dusk.

- 15. Tesco Surplus Land Parcels** – There were no further updates. The next Recreation and Amenities Committee Meeting to be held on the 22<sup>nd</sup> February 2016 will consider possible usages for the land.

- 16. Report from the Clerk/Press Officer** – The Council noted the details for inclusion in the March 2016 edition of the Kesgrave News, including an update from the Neighbourhood Plan Steering Group, where updates will appear on the Council's Website.

Also seeking ideas and suggestions from local people regarding usages for the proposed purchase of the Tesco Land, an update following the Extraordinary Meeting on the 13<sup>th</sup> January 2016 and attendance at the Local Planning Authority's Development Committee Meeting on the 24<sup>th</sup> February 2016, the Chairman's Report, an update about the Cedarwood Green Proposed Public Spaces Protection Order (PSPPO), a Policing update regarding the future of PSCO's and the Safer Neighbourhood Team Offices and an update regarding the HM The Queen's 90<sup>th</sup> Birthday/Kesgrave Community Celebrations Event in June 2016. The Clerk also reported on liaison with the local press and radio regarding the proposed 300 dwellings off Bell Lane and other community matters of interest, in order to provide more timely updates.

*At this point, District Councillor Mower, the Representative from the Press and two of the Members of the Public left the Meeting.*

**17. Suffolk Association of Local Councils (SALC)** – Councillors received an update from Councillor Archer, including his written Report. (A copy of which is attached to these Minutes).

- January & February 2016 Report from SALC Representative – Councillors received and noted Councillor's Archer's latest written Report and update, including diary dates for SALC Meetings and an update on the SALC Councillor Training. Councillor Archer, having recently attended a two-day extensive training session would recommend this training to other Councillors, where he emphasised the importance of Councillors being fully aware of the legal aspects and powers of Town Councils. He mentioned the importance of continuing to subscribe annually to SALC.
- Steering Group – HM The Queen's 90<sup>th</sup> Birthday Celebrations/Summer Event – Councillor Archer provided an update following on from the first Steering Group Meeting (held before this full Town Council Meeting), on the 8<sup>th</sup> February 2016. He reported on good attendance from local groups and residents, which was very encouraging.

**18. Newsletters & Circulars** – The Council received and noted the following:-

- Kesgrave News - latest edition.
- Kesgrave Flyer –latest edition.

**19. Future of Suffolk Fire and Rescue Services** – Councillors noted that the Public Meeting regarding the future of the Suffolk Fire and Rescue Services was held on the 14<sup>th</sup> January 2016. A full and detailed discussion ensued. Further updates will be communicated as and when they are received.

**20. 12 PT/16PT Meeting held on the 12<sup>th</sup> January 2016** – Councillors received a verbal update from Councillor Isaacs, who attended this Meeting on behalf of Councillor S Fairbrother. It was noted that the Meeting was interesting, where there was a lot of support for local Policing, but at the time of the Meeting, some details were unknown.

**21. Woodbridge and Kesgrave Anti-Social Behaviour Meeting** – Councillors received a verbal update from Councillor Comber, following his attendance at this Meeting on the 19<sup>th</sup> January 2016. They noted that the Meeting was divided into two areas.

The first being general anti-social issues and the rest of the session not being particularly relevant to Kesgrave Town Council, but more related to police or social service types of organisations and concerned analysis of issues, which the Town Council has no knowledge of. During the first part of the Meeting, Councillor Comber raised the issue of obtaining final confirmation from the Home Office regarding the Public Spaces Protection Order (PSPO) for Cedarwood Green, a possible Community Strategy for the Kesgrave underpass regarding graffiti, repainting and support for the end of School term gatherings in the community. He also made reference to ongoing matters at the Tesco Metro car park. Councillor Comber felt that a real issue for Kesgrave is the review of Policing in the town and the Safer Neighbourhood Team (SNT) Office, which is being relocated to Heath Road, Ipswich. He felt that future Meetings of the Woodbridge and Kesgrave Anti-Social Behaviour Group, if held at Heath Road, may cover more Ipswich related issues. Councillor Comber considered that attendance at these Meetings is not necessary each month and that at times, an issues update or report could be sent via email.

- 22. Neighbourhood Plan** – Councillors agreed, following the vote, that the boundary for the Plan should encompass Kesgrave, Rushmere St Andrew, along Playford Road to the north up to Humber Doucy Lane to the west, Bealings, Purdis Farm Lane and Hall Road to the south.

- 23. Chairman/Clerk Urgent Communications** – There were no urgent items.

**Date of the next Full Town Council Meeting – Monday, 14<sup>th</sup> March 2016 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.**

*There being no other business, the Meeting closed at 8.44pm.*

**Chairman .....Date.....**