

## **KESGRAVE TOWN COUNCIL**

### **Minutes of the Community Services Committee meeting held on 25<sup>th</sup> January 2016 in the Council Chamber, Kesgrave Town Council**

#### Councillors Present:

Cllr S Fairbrother (Vice Chairman)  
Cllr R Spittle  
Cllr A Comber  
Cllr G Thomas  
Cllr N Beecroft-Smith  
Cllr B Crutchfield

Apologies: Cllr R Bridgeman (Chairman)

#### In Attendance:

Cllr D Fairbrother  
Cllr J Ogden  
D Jimpson (Business & facilities manager)  
S du Boulay (Youth Advisor)  
D Redden (Youth Leader)  
A Galloway (Youth Leader)  
1 Member of the public

- 1. Chair and Apologies for absence.** Apologies were received from Councillor Bridgeman. In the absence of Councillor Bridgeman (Chairman), Councillor S Fairbrother took the Chair and welcomed everyone to the meeting,
- 2. Declarations of interest.** Verbal declarations were made and recorded in the interest book.
- 3. Minutes of the Last Meeting held on the 28<sup>th</sup> September 2015.** These Minutes were received, considered and approved by the Committee. The Chairman signed and dated them and initialled each page at the Meeting.
- 4. Matters arising.** There were no matters arising.
- 5. Public Participation.** None made.
- 6. Kesgrave Market.** The Business and Facilities Manager advised the committee that the 4 markets since the last Committee Meeting had been well attended. The Country Market had ceased trading, but were now renting a stall at the Kesgrave Market. A letter has been sent to SPARK requesting funding for additional activities. It was reported that comparisons of stall charges had been made with two other Town Councils who have markets. Halesworth charge a minimum of £10 or £1 per foot of frontage, Framlingham charge £1.10 per foot of frontage, but this varies according to season, as this is an outdoor market. Kesgrave Market currently charge £15 for 2 tables, the wet fish man pays £10 for a Saturday and £20 for a Tuesday, the fish and chip man pays £10 per session. The cost of hiring the Scout Hall is £38.50 per session at £11 per hour. Councillor D Fairbrother asked when the price increases agreed in the budget would come in to force.

Mrs Jimpson advised that the increases would take effect from 1 April 2016, and that letters would be sent to the stall holders this week advising them of the increases. Councillor Comber advised that the Scouts had run the refreshments at the January Market, and had used products from the stall holders. Councillor S Fairbrother suggested we advertise for more stall holders in the next Kesgrave News, and create a waiting list if necessary. Mrs Jimpson will prepare a suitable article.

- 7. Millennium Jubilee Hall.** Mrs Jimpson reported that the air conditioning units had been serviced today and that the engineer reported that the cages and the pipe work had been damaged. It was suggested that options should be looked at for covering the pipes. A complaint had been received from a resident regarding noise levels when parties are being held in the Hall. A reminder to keep noise levels down will be included on the hirer agreement. The resident also complained about the lights on the back of the building shining into her rooms. Mrs Jimpson will review lights/brightness and provide further updates. The Meeting noted that bookings are 47% of capacity on week days during school holidays - up from 40% in September. Kesgrave Playschool have requested access to Wi-Fi. Discussions followed regarding administration and monitoring of usage. Councillor Beecroft-Smith suggested that the Town Council should not use a system for which we would be responsible for the monitoring of usage. Councillor Ogden had previously looked at public Wi-Fi systems and had sent an email regarding his findings. Councillor Comber will investigate our options. Mrs Jimpson advised that we have a number of Youths hanging around outside the Hall. The Caretakers have reported that a door was vandalised and the entrance camera has been scratched, so that it can no longer be used. A suggestion was made that the Council could purchase an anti-loitering alarm. Following some discussion, it was agreed that Mrs Jimpson/Caretakers would monitor the situation and report back to the Council at a later date. Mrs Jimpson reported on a substance found in the hall, all relevant parties have been contacted and she confirmed that appropriate policies and procedures are in place for dealing with such occurrences.

**8. Youth Club.**

- a. Paper report received from S du Boulay and discussed.
- b. Paper report received from D Redden received and discussed. D Redden advised that training has been arranged on drug/alcohol abuse and would be run by Turning Point/The Matthew Project. A speaker/Amp has been requested by the Thursday group. A Sound Ranger free standing system was suggested by Councillor Spittle, where the cost will be covered by an enabling grant.
- c. A verbal report was received from A Galloway regarding Tuesday night Youth Club. Numbers have increased but staff/volunteer numbers are down, which means the Leaders are doing more of a policing role and less real youth work.
- d. A Galloway advised that he had arranged for an advert to be placed by Community Action Suffolk. It was unanimously agreed that this is a good place to advertise. Other sources will be the Parent Mail system via the High School and the Kesgrave News. Councillor S Fairbrother suggested that the primary schools were also contacted.

- e. There were no reportable incidents since September 2015
- f. There were no late items for discussion.

Mrs Jimpson reported on training organised for 3 workers, (Level 2 Youth worker) on Thursday nights during February/March. Cover will be required for Thursday Youth Club. Councillor Comber asked if any of the youth club members would be interested in updating the graffiti on the underpasses. A positive response was received, but will not be discussed with the Youth Club members until a definitive action plan/date is arranged. This will be discussed with the Deputy Clerk at the next R&A meeting.

#### Detached Youth Worker

Mrs Jimpson advised that she had been contacted by C Tye from the Community Centre to confirm that she had been able to secure one Detached Youth Worker to start from the 1<sup>st</sup> April 2016. C Tye has requested that the KTC Youth Workers are approached and asked if they would be willing to work on a rota basis. She advised that the Detached Youth Workers would be paid a flat rate of £20 per hour, for approximately 2 hours per week. Youth Workers will be approached regarding this position.

- 9. Suggestions for Kesgrave News articles** – Stall holders for the Market, and Youth Workers/Volunteers.
- 10. To receive such other communications or matters of sufficient urgency and importance that the Chairman will allow for discussion:** None received.
- 11. Date of next meeting:** 18<sup>th</sup> April 2016 at 7.15pm.

The next Full Council Meeting will be held on 8<sup>th</sup> February 2016.

**The Chairman closed the meeting at 8.25pm**

**Signed (Chairman)** .....

**Date** .....