

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

**Councillors:**

K Archer  
 N Beecroft-Smith (Chairman)  
 R Bridgeman (*Apologies*)  
 A Comber  
 B Crutchfield (*Apologies*)  
 D Fairbrother  
 S Fairbrother  
 N Goodchild (*Apologies*)  
 S Lawson (*Apologies*)  
 G Lynch  
 J Ogden (Vice-Chairman)  
 P Mills  
 R Spittle (*Apologies*)  
 G Thomas  
 I Wallace

**In Attendance:**

Mrs S Clements (Town Clerk)  
 Mrs D Jimpson (Business and Finance Manager)  
 Mrs D Redden (Youth Club Leader) *from Minute Number 9*  
 District Councillor Mower  
 County Councillor Whiting  
 Four Members of the Public (*including Mrs S Hall - Public Transport Liaison Officer and Mrs A Athwall – application for co-opted Town Councillor position*).

1. **Welcome and to Receive Apologies for Absence** – Apologies for absence were received from Town Councillors Bridgeman, Crutchfield, Goodchild and Spittle. Also Town and District Councillor Lawson, District Councillor MacCallum and County Councillor Hudson sent apologies.
2. **Declarations of Interest** – The following Declarations of Interest were made. (**Full details in the Interest Book**).

<b><u>Name of Member</u></b>	<b><u>Type of Interest</u></b>	<b><u>Details about Interest</u></b>	<b><u>Minute Number</u></b>	<b><u>Details in Interest Book</u></b>
Town Councillor Comber	Pecuniary	Town Council's current ICT provider	9	Yes
Town Councillor Archer	Non-Pecuniary	Expenses claim	9	Yes

Town Councillor S Fairbrother	Non-Pecuniary	Local resident in this area	11.1	Yes
Town Councillor D Fairbrother	Non-Pecuniary	Local resident in this area	11.1	Yes
Town Councillor Ogden	Non-Pecuniary	Suffolk Library Director and Kesgrave Library Community Group	9	Yes

3. **Minutes** of the last Full Town Council Meeting held on the 9<sup>th</sup> May 2016 were received, considered and agreed, following the vote. – **(Full details in the Minute Book).**
4. **Clerks Report/Update** – There were no updates.
5. **Chairman's Communications-** The Chairman – Town Councillor Beecroft-Smith spoke about the great success of the Kesgrave Fun Day/Queen's 90<sup>th</sup> Birthday Celebrations on the 11<sup>th</sup> June and the 1940's Dance on the 12<sup>th</sup> June 2016. He thanked everybody who attended, helped out and supported these events. Special thanks go to Councillor Archer for his sterling work in co-ordinating the event on the 11<sup>th</sup> June 2016. It was estimated that around 2,000 attended during the day. Park Run had a record number of runners prior to the Fun Day starting. Thanks go to District Councillor Mower via her Enabling Community Budget with regard to the agreed funding application and to Spark for considering a pending funding bid. The Chairman was hopeful that future events will be organised, perhaps each summer with a different theme for each year. He emphasised however, the importance of volunteers in order to make these events a success, including Town Councillors volunteering. The Chairman is aware that in order to organise such a big community event, a great deal of work goes on in the background. He reported on the outcome of Suffolk Coastal District Council's Planning Committee held on the 9<sup>th</sup> June 2016 and the decision that our District Councillors reached regarding the proposal to build 300 homes off Bell Lane, which was refused by the Local Planning Authority. He thanked District Councillors for their professionalism. Councillor S Fairbrother also thanked District Councillors.
6. **County and District Councillors Reports** - Councillors received and noted the written reports, verbal presentations and asked questions for clarification. **(Copies with Minute Book).**

County Councillors Hudson and Whiting reported within their joint written Report that the County's Records Office has received a grant of over £0.5 million from the Heritage Lottery Fund.

They also reported that £10 million of Road Surfacing Work is taking place during 2016, Investment Funding on Suffolk's two major Crossing Schemes at Ipswich and Lowestoft, Suffolk Fire and Rescue Services proposals regarding service changes, which form part of the 2015-18 Integrated Risk Management Plan, and that Suffolk's Household Waste Recycling Centres opening hours over weekends and Bank Holidays were extended from the 1<sup>st</sup> June 2016.

County Councillor Whiting advised Councillors that the Design details for Ropes Drive West will be sent to all stakeholders, and once this has been agreed, work should commence during November 2016. He agreed to forward the Design details to the Town Council for its prompt comments and observations. County Councillor Whiting advised the Meeting that the Park and Ride scheme will be considered by the County Council's Cabinet Meeting on the 14<sup>th</sup> June 2016, where the proposed scheme includes working with bus companies and embracing the Route 66. It is hoped there will be more frequent services and that savings will be made. County Councillor Whiting responded to questions and queries from Town Councillors.

District Councillor Mower reported on Devolution which has had a high profile in the media, also the designated central website for this. She also advised Councillors that the District Council is updating its own website, updates on Part-Night Lighting which excludes sheltered accommodation, alleyways, bus stops and car park lighting. District Councillor Mower advised the Meeting about the New Noise Complaints Service by Suffolk Coastal District Council's Environmental Protection Team, which has launched a service to deal with late night noise complaints during the weekends from now until the end of September 2016. She reminded Councillors that the Suffolk Coastal Business and Community Awards nomination deadline is the 30<sup>th</sup> June 2016. District Councillor Mower advised that she has chased the relevant Cabinet member regarding the necessary funds to restore Grange Meadow Play area to a safe and useable condition. She also offered assistance to the Town Council with its emerging Emergency Plan.

Town and District Councillor Lawson's written Report thanked the organisers and volunteers for the very successful and well received Kesgrave Fun Day/Queen's 90<sup>th</sup> Birthday celebrations on the 11<sup>th</sup> June 2016 which was led by the Town Council, the planning application proposing the erection of 300 dwellings off of Bell Lane, asking for applications to be submitted for funding under his Enabling Community Budget, his attendance at Licensing and Health sub-Committee Meetings and Policy and Development Groups and also a reminder that the Suffolk Community Awards nomination deadline is the 30<sup>th</sup> June 2016.

Town and District Councillor Lynch reported that he had attended a Scrutiny Meeting including discussions about travellers, where there is still a lot of work to be undertaken regarding submission of transition sites. He spoke about Suffolk Police and funding of Police Officers, including cybercrime and the Police initiatives in this regard.

Town and District Councillor Lynch advised Councillors that PCSO's will be finishing work at 5pm and there is no flexibility regarding this.

It is felt that by paying for a jointly funded PCSO, that tax payers are paying double for Policing in Kesgrave, although it was accepted that crime in Kesgrave is low. It was noted that reviews are taking place regarding the Suffolk Fire and Rescue Service and also the Ambulance Service. Town and District Councillor Lynch made reference to the Planning Meeting regarding the proposal for 300 homes on land off of Bell Lane and he referred to his attendance at a training session regarding media for District Councillors. Mrs Jimpson advised the Meeting that currently the PCSO's are working one Saturday in four within their respective rotas. Town Councillor S Fairbrother pointed out that by working a Saturday another weekday is however, taken as a day off.

7. **Kesgrave Safer Neighbourhood Team** – Councillors received and noted the update. **(Copy in Minute Book)**. They noted that there have been 20 crimes in Kesgrave since the last Report, where the Police put full details onto their designated crime website. Councillors were concerned to note the reported antisocial behaviour at Cedarwood Green Teen Shelter, in Peart Grove and in Bull Drive relating to excessive music noise from the Teen Shelter and mopeds riding on the footpaths. It was noted that Police Constables with wider-ranging powers will be assisting PCSO's with some of these issues. One of the moped riders has been issued with a formal warning. Councillors noted that reporting a crime should still be via phoning 101 for non-emergency matters. Councillors were concerned to note that our jointly funded PCSO has been carrying out other general duties regarding antisocial behaviour which has reduced the amount of time he has been able to commit to getting out and about in Kesgrave and Rushmere St Andrew.
8. **Members of the Public** - Miss Hall and one member of the Public, through the Chair, asked County Councillor Whiting to clarify the position with regard to the Park and Ride facility, in conjunction with the Route 66.

One member of the Public praised the Town Council and in particular, Town Councillor Archer, volunteers and participants regarding the very successful and well received Kesgrave Summer Fun Day/Queen's 90<sup>th</sup> Birthday celebrations on the 11<sup>th</sup> June 2016. He also spoke about the illuminated signage regarding dog fouling issues and in particular near to Cedarwood School.

## 9. **Finance and Governance**

- **Schedule of Accounts** – Councillors received, considered and approved payments in the sum of £25,922.69 following the vote, including a transfer of £25,000 from the savings account. **(Copy with Minute Book)**.
- **East Anglian Daily Times (EADT) Subscription** – Councillors noted that an annual on-line subscription would cost £145.60. Following the vote, it was agreed not to subscribe. Councillors were pleased to note however, that Mrs Marsh, the Service Development Administrator is maintaining records regarding Kesgrave's History and archiving this material.

*Mrs Reddon, Youth Club Leader arrived at this point in the Meeting.*

- There were no other Finance and Governance matters.

**10. Planning and Development Committee Meetings Minutes – 9<sup>th</sup> May 2016 and 6<sup>th</sup> June 2016** – Councillors received, noted and considered the Minutes of the Planning and Development Committee Meetings held on the 9<sup>th</sup> May 2016 and the 6<sup>th</sup> June 2016 and as presented by the Chairman of this Committee, Councillor Mills. **(Copies Attached).**

**11. Community Services Matters**

- Mrs Jimpson the Business and Finance Manager advised Councillors that with regard to Cedarwood Green Teen Shelter, our Caretakers have encountered large amounts of litter in this area when locking up the Shelter. As the current agreed closing time is 10pm and in light of some of the recent incidents, she reported that the Caretakers have been locking the Shelter at 9.30pm so that there is time to clear up the litter. Mrs Jimpson spoke about a barrier in this area as requested by a local resident. Councillors felt that they could not make any decisions on land which they do not own. A full and detailed discussion ensued, including an update from Councillor S Fairbrother regarding the recent incidents in this area. Mrs Redden, Youth Club Leader spoke about liaising with our young people with regard to some of the anti-social behaviour issues. She felt that it was really important that the Council fully involves and engages with our young residents. Mrs Jimpson updated the Meeting about the process for liaising with the Detached Youth Workers. Following the vote, it was agreed to continue to lock up the Shelter at 9.30pm for the time being.
- Contract for Fish and Chip Van and Electrical Socket Installation (Outside) – A full and detailed discussion ensued. It was agreed, following the vote, to obtain quotations for the outside electrical work and to review and revise the contract, based on an ongoing rolling 4-week review.
- The Covenant – Millennium Jubilee Field– Junior ParkRun on Sunday Morning Request – Mrs Jimpson advised Councillors that following the request received, The Covenant has agreed in principle for the Junior ParkRun to take place on Sunday mornings. Following a discussion and the subsequent vote, it was agreed to advise The Covenant that the Town Council also agrees in principle, but it would like more information and detail from the organisers to ensure that this does not disrupt nearby local residents on Sunday mornings.

*Miss Hall left the Meeting at this point.*

**12. Report from the Clerk and Press Officer** – The Clerk advised Councillors that details have been submitted for publication about promoting the Kesgrave Market, advising local people about the Play Area/Open Spaces Working Party Group and trying to encourage residents to join this forum, reminders about hedges, trees and grass verges, but also about care with wildlife and the nesting season. The local shops and businesses who contributed towards prizes for the community events on the 11<sup>th</sup> and 12<sup>th</sup> June 2016 have been thanked and hopefully this will provide them with some valuable publicity. The Clerk also advised that today's (13<sup>th</sup> June 2016), East Anglian Daily Times newspaper contains a large pull-out supplement about celebrations for the Queen's 90<sup>th</sup> Birthday, which included some photographs of Kesgrave's celebrations on the 11<sup>th</sup> June 2016.

- 13. Woodbridge and Kesgrave Antisocial Behaviour Meeting** – Councillor Comber updated Councillors following on from the Meeting held on the 12<sup>th</sup> May 2016. He reported on discussions regarding Policing in Kesgrave, the vandalism issues at the Millennium Jubilee Hall and Kesgrave Town Council Youth Club, vandalism at Grange Meadow, The PCSO and the Revised Service Level Agreement which is not currently robust enough and “fit for purpose” going forward, the relocation of the Safer Neighbourhood Team (SNT) office from Kesgrave to Heath Road, Ipswich on the 1<sup>st</sup> April 2016, the local reporting requirements as opposed to more global methods of reporting, the future of funding of a PCSO and the problems with evening Police coverage.
- 14. Car Park for Long Strops** – Mrs Jimpson advised Councillors that she had been in discussion with The Covenant about the current Maintenance Agreement and the future financial arrangements for maintenance of this area. A full and detailed discussion ensued. Following the vote, it was agreed in principle to support The Covenant and to consider this matter further once additional information and pricing details are to hand.
- 15. Casual Vacancy/Co-opted Town Councillor** – Councillors noted that the relevant notice period for a vacancy for a Town Councillor has now expired and that a by-election has not been called by at least ten local electors. Mrs Avtar Athwell was welcomed to the Meeting, where she would like to be considered to stand as a co-opted Town Councillor. Mrs Athwell advised Councillors about her professional and personal background. Following the vote, it was agreed to accept Mrs Athwell onto the Town Council, where her first formal full Town Council Meeting will be on the 11<sup>th</sup> July 2016, where she was welcomed as part of the Town Council.
- 16. Councillors Email Addresses and Photographs** – Councillors agreed following the vote, that the generic Town Councillor email addresses should be included on public noticeboards, websites etc. and that individual Town Councillors will agree and advise the Town Council offices if they would wish to have their respective photograph displayed.
- 17. All Saints Church, Kesgrave – “The All Saints Exhibition** – Councillors received, considered and noted the All Saints Church Exhibition details and the deadline of the 11<sup>th</sup> July 2016).
- 18. Chairman/Clerk Other/Urgent Communications** – There were no urgent items.
- 19. Newsletters & Circulars** – Councillors received and noted the following:-
- Kesgrave News - latest edition.
  - Kesgrave Flyer – latest edition.
- 20. Resolution to exclude the Public and the Press** – The Public Bodies (Admission to Meetings) Act 1960, to consider and agree to exclude the Public and the Press, since publicity would legally prejudice commercial sensitivity and confidentiality.
- 21. Confidential Minutes of the Meeting held on the 9<sup>th</sup> May 2016** – Councillors received, considered and agreed these Minutes. (Copy Attached).

**22. Kesgrave Youth Club (Kesgrave Town Council) –**

- to consider re-opening Thursday night Youth Club.
- To receive and agree quotes for CCTV installation (details attached)

**Date of the next Full Town Council Meeting – Monday, 11<sup>th</sup> July 2016 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.**

*This part of the Meeting concluded in order to facilitate the second and confidential section of the Meeting regarding Kesgrave Town Council's Youth Club.*

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