

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

**Councillors:**

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

**In Attendance:**

Mrs S Clements (Town Clerk)  
Mrs D Jimpson (Business and Finance Manager) (*Apologies*)  
County Councillor Hudson  
District Councillor McCallum  
District Councillor Mower  
County Councillor Whiting  
One Representative from the Press.  
Eight Members of the Public, including the Kesgrave Junior Parkrun, District Councillor D Dean and Ms S Hall – Public Transport Liaison Officer

1. **Welcome and to Receive Apologies for Absence** – Apologies for absence were received from Town Councillors Crutchfield and Goodchild.
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 D Fairbrother	Non-Pecuniary	Local resident in area	13	Yes
Town Councillor S Fairbrother	Non-Pecuniary	Local resident in area	13	Yes

3. **Minutes** of the last Full Town Council Meeting held on the 11<sup>th</sup> June 2016 were received, considered and agreed, following the vote. – **(Copy in the Minute Book)**.
4. **Clerks Report/Update** – There were no updates, as any additional information following the last Meeting, have separate agenda items, which follow.
5. **Chairman's Communications-** The Chairman – Town Councillor Beecroft-Smith extended a very warm welcome to our new Town Councillor Avtar Athwall. Councillor Athwall comes on board with a wide and valued skills set to compliment those of the Town Council. With regard to Officers, the Chairman reported that Mrs Chris Marsh our new Service Development Administrator has settled really well. With her expertise and background, Mrs Marsh is progressing well with many outstanding and rather protracted Town Council projects, including the Rupert Fison Centre and the proposed canopy, grant and bid enquiries for Play Area equipment, Oak Meadow Play Area and other Community and Recreation projects. Town Councillor Beecroft-Smith reported that our Neighbourhood Plan is out for consultation regarding the proposed area. This finishes on the 2<sup>nd</sup> September 2016 and then the “real work” begins, in particular engaging with our full community. He emphasised that we are relying on our Town Councillors to assist and be pro-active regarding this Plan. The Chairman asked Councillors who work full-time during the week, to offer up the odd evening or a little time over a weekend in order to help to progress the Neighbourhood Plan. He emphasised that we do need every Councillor to help in some small way. The Chairman reported on the recently established Play Area/Open Spaces Working Party and the Transport and Pedestrian Working Party, which are really useful forums that feed into the Neighbourhood Plan. Councillors noted that some key contacts and stakeholders are involved with these Working Party Groups, in order to progress some of the issues our local residents have raised and flagged up. Councillor Beecroft-Smith advised that on the 1<sup>st</sup> July 2016 we had our “Thank you” celebration event during the evening at the MJH and a few of us from the Steering Group met on the 4<sup>th</sup> July 2016 in order to forge the proposals for our next event. The next Kesgrave Fun Day will follow the national initiative and “Big Lunch” theme and will be held on Saturday, 10<sup>th</sup> June 2017 from 12 noon – 4pm at the Millennium Jubilee Hall (MJH) Halls and Field. The Chairman advised the Meeting that currently the Town Council is not aware of any updates regarding the refused application to build 300 dwellings on land off of Bell Lane, Kesgrave. Councillor Beecroft-Smith considered that this is an interesting and evolving time for our Town, in particular with our emerging Neighbourhood Plan, which carries some legal weight, even whilst it is in emerging format. The Chairman commented that he looks forward to the support of fellow Councillors during this year for work on behalf of and for the benefit of our electorate of Kesgrave.
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 about Devolution in Suffolk, the Suffolk Secondary School of the Year Award, Disadvantaged families in Suffolk and Early Learning for 2 year old children, Proposals for changes to the Ipswich Park and Ride Services, and new powers to tackle Fly-Tipping.

County Councillor Hudson spoke about the proposed bridge at the Waterfront for Ipswich. He spoke about the finances for this project which will be nationally funded. County Councillor Hudson also spoke about transport matters, finances, schooling, improvements to buildings, community safety, housing, tourism, regeneration, and Devolution.

County Councillor Whiting advised Councillors that on behalf of the County Council, he had attended the Site Meeting on the A1214 on the 8<sup>th</sup> July 2016 as initiated by the Town Council via its newly formed Traffic and Pedestrian Working Party. He referred to phase two of the drainage work, which is scheduled to take place in the Edmonton Road area. County Councillor Whiting also provided a brief update on the design work for the Ropes Drive west, which is still on track and where he hopes to see the design documentation shortly, which in due course will be shared with the Town Council.

During Town and District Councillor Lawson's verbal Report, he thanked Town Councillor Archer Kevin and all those involved in the Kesgrave Fun Day/Queen's 90<sup>th</sup> Birthday celebrations and event on the 11<sup>th</sup> June 2016. He considered that the Town Council and its small volunteer group should take great credit as a result of this successful event. Town and District Councillor Lawson advised the Meeting that he has attended various training sessions at the District Council. He encouraged Town Councillors and Officers to take advantage of joining these training seminars, as the District Council currently has sufficient budget provision to allow this. Town and District Councillor Lawson also advised that he has attended various Licensing and Policy Meetings.

Town and District Councillor Lynch spoke about Devolution and the ongoing debate. He spoke about funding which will be received for this area as part of this package. Councillors noted that North Essex has asked to be part of this scheme. They noted that Suffolk and Norfolk with Cambridge and Peterborough are proposing to be part of the Devolution model and that powers are proposed to elect a Mayor, where more information will follow. Town and District Councillor Lynch advised that he had attended the 50<sup>th</sup> anniversary celebrations of the Kesgrave War Memorial Community Centre. He spoke about the complaints received from local residents regarding overgrown hedges, including along the Main Road/A1214. Councillors noted the anti-social behaviour at the Millennium Jubilee car park and dog fouling issues around the Millennium Jubilee Field area.

District Councillor McCallum reported that on the 9<sup>th</sup> June 2016, the Planning Meeting was held at Suffolk Coastal District Council in order to make a decision regarding the proposal to build 300 homes on land off of Bell Lane. She advised the Meeting that District Councillors refused this application and that District Council Officers are currently drafting the District Council/Local Planning Authority's (LPA) letter of objection in this regard. District Councillor McCallum spoke about how popular the Parkrun is and about Dog Fouling issues. She spoke about the duty of landowners to cut back hedges and greenery to avoid obstructions and highway visibility splays and that care is needed during the period beginning of March – September because of the nesting season. Councillors noted that dual ownership of land along the A1214 and other areas in the Town can cause complications when trying to liaise with owners about overgrown areas.

District Councillor McCallum reported that confirmation of ownership is not always possible to establish even when making enquiries via the Land Registry.

District Councillor Mower reported on Suffolk Coastal District Council's Extraordinary Meeting held on the 30<sup>th</sup> June 2016 regarding the Devolution Deal. She provided updates on the Enabling Communities Roadshows, and Reminders about Dog Owners Cleaning Up. District Councillor Mower explained that she has been actively pursuing the ongoing Grange Meadow Play Area matter. With regard to overgrown greenery on highways, footpaths and bridleways, District Councillor Mower advised Councillors that there is a designated contact telephone number to contact Suffolk County Council Highways Department. Highways will then write to landowners/local residents about any overgrown greenery on at least three occasions, prior to as a final resort, carrying out any cutting back work via its own contractors and charging the landowner accordingly.

7. **Kesgrave Safer Neighbourhood Team** – Councillors received and noted the update. (**Copy in Minute Book**). They noted that Kesgrave's jointly part-funded Police Community Support Officer (PCSO) has this month dealt with issues concerning the antisocial use of cars and mopeds, an abandoned vehicle, a car horn being activated during early mornings, general motoring offences, nearby road traffic collisions, general foot and vehicle patrols, on the 7<sup>th</sup> July 2016 an arson offence which took place at Grange Meadow, (upon arriving the fire had been extinguished by members of the public), action is being taken against the arsonist, the Police Connect – a sign up, free of charge service for members of the public to receive regular Policing updates for their area, details of the website for obtaining the latest month's crimes for Kesgrave, the Millennium Jubilee Hall (MJH) car park and evening and late night anti-social behaviour and the use of vehicles, where members of the public are encouraged to report matters whilst the anti-social activity is taking place and also an update was provided regarding The Cedarwood Green area and the Teen Shelter.
8. **Members of the Public** - At this point District Councillor D Dean spoke as a member of the public, regarding the issues with dog fouling in the area. She asked about the possibility of the Town Council installing CCTV in order to monitor this. At the same time, the CCTV could monitor any anti-social behaviour. The Chairman responded that this matter will be reviewed again by the Town Council at an appropriate time via its relevant Committee.

As a member of the public, District Councillor McCallum raised her grave concerns' regarding some factually incorrect, abusive, very damaging comments and serious allegations which have been made about a Town and District Councillor on social media, by a fellow Town Councillor.

Ms Hall thanked the Town Council for instigating the proposed highway and pedestrian improvement works at the A1214 and Cambridge Road area, where this matter follows for consideration and a decision under agenda numbered 11. She asked that Town Councillors support the installation of a crossing with dropped kerbs and lighting, in particular to aid less mobile members of the public. Ms Hall asked County Councillor Whiting about any proposals for a crossing in the Bell Lane area at the junction of Edmonton Road. County Councillor Whiting confirmed that within his verbal report he was referring only to the temporary closure of this area for drainage works.

Ms Hall asked Town and District Councillor Lynch about Devolution. He responded by advising Ms Hall that the matter is currently out for consultation.

A member of the Public asked about the vegetation near to the Route 66 and Library area, including briars. She asked if this area could be pruned' in such a way to enable the old wood to be cut out, which will assist with maintenance, time management and costs. She spoke about the verges and asked how often the area is cut back, and if there is an agreed height level with regard to the vegetation. The Clerk agreed to pass this feedback onto the relevant partner Local Authority.

A member of the Public raised his concerns about dog fouling, including areas near to Nurseries and Schools. He spoke about a black Labrador who appears to be a stray in the area. It was suggested that the Dog Warden and the PCSO be alerted to this issue. The Clerk agreed to deal with this matter on behalf of the local resident.

As a member of the Public, Town Councillor S Fairbrother raised her concerns about grass cutting and verges in the Town. The Chairman commented that this will be reviewed at the appropriate stage when contracts are reviewed within the next formal tender process of the Town Council.

Kesgrave Junior Parkrun made a presentation to the Council about its proposals to hold a regular Parkrun on Sunday mornings, on the Millennium Jubilee Field, subject to the necessary permissions and consents by the landowner.

9. **Kesgrave Junior Parkrun** – During the above item, Councillors received a presentation from Linda Young and a Parkrun colleague, which included an update regarding 50 additional, allocated, designated parking spaces from the business community. Following the subsequent vote, Councillors voted in favour of the Kesgrave Junior Parkrun proposal, in light of the additional information received. It was noted that Kesgrave Junior Parkrun will update and continue to liaise with the Landowner.

*Members of the Public attending the Meeting for the Kesgrave Junior Parkrun item, left the Meeting at this point.*

10. **Suffolk County Council Rights of Way Improvement Plan Consultation** – Councillors considered and agreed this Council's response, via Mrs Marsh our Service Development Administrator. (Deadline Friday, 22<sup>nd</sup> July 2016) – **(Copy in Minute Book)**.

11. **A1214 – Proposed Crossing – Cambridge Road Area** – Councillors considered and agreed this proposed scheme, following the Site Meeting held on the 8<sup>th</sup> July 2016 and the pre-Meeting (public) held this evening (11<sup>th</sup> July 2016) and the outcome of the detailed discussions, prior to this Meeting. It was resolved, following the vote, to agree to the recommendations made at the pre-Meeting. Councillor Whiting through the Chair, confirmed at this point that if the original design scheme is changed and the project costs increased, then further consideration will be necessary' regarding any additions to the previously agreed partial funding via County Councillors Hudson and Whiting's respective County Council Locality Budgets.

**12. Working Party Meetings** – Councillors received a brief verbal update from Councillor Ogden and agreed all actions and financial matters, following on from:-

- The Transport and Pedestrian Working Party Meeting – 20<sup>th</sup> June 2016 - These were received, considered and agreed, following the vote. **(Copy in Minute Book).**
- The Play Area/Open Spaces Working Party Meeting – 27<sup>th</sup> June 2016- These were received, considered and agreed, following the vote. **(Copy in Minute Book).**

**13. Cedarwood Green/Pontin's Walk/Bull Drive Antisocial Behaviour** – Councillors received an update regarding the anti-social behaviour in this area, including the problem with one or two mopeds using the footpaths. It was noted that the Police have dealt robustly with this matter, where the Police have emphasised the importance of local residents reporting any anti-social behaviour as soon as they are aware of it.

**14. Finance and Governance**

- Schedule of Accounts – Councillors considered and approved payments in the sum of £17,269.30 and a transfer from the savings account of £20,000.00 in order to make these payments, following the vote. **(Copies in Minute Book).**
- The Council considered the quote for an outside Electricity Socket in the sum of £210.00 to be situated on the outside of the Town Council offices, which includes a waterproof padlock. It was agreed, following the vote, and subject to the relevant electrical certification, to proceed with this work.
- Finance and Governance Committee Meeting Minutes - held on the 27<sup>th</sup> June 2016 – these Minutes were received, considered and agreed, following the vote, including the financial recommendations.
- Any other Finance and Governance matter – There were no other matters.

**15. Planning and Development Committee Meeting Minutes – 20<sup>th</sup> June 2016 and 4<sup>th</sup> July 2016** – Councillors received, considered and agreed the Minutes of the Planning and Development Committee Meeting held on the 20<sup>th</sup> June 2016 and the 4<sup>th</sup> July 2016. **(Copies with these Minutes).**

**16. Community Services Matters** – There were no matters within this public session.

**17. Report from the Clerk and Press Officer** – Councillors received an update, including the latest local publications, press and radio details. They noted that media submissions included an introduction regarding our new Town Councillor Avtar Athwall, an introduction about Mrs Marsh our Service Development Administrator, updates regarding the Neighbourhood Plan Steering Group, Household Bonfires – following complaints from local residents, Kesgrave Fun Day for June 2016 and for June 2017, Defibrillators, Dog Fouling and Dogs on Leads, Play Space and the Canopy Project at the Rupert Fison Centre.

- 18. Councillors Email Addresses** – The Council's current ICT provider explained and highlighted how Town Councillor generic emails and respective personal emails work within the Town Council's current ICT system. A brief discussion ensued with regard to delivery reports and individual Councillors ICT providers.
- 19. Woodbridge & District Tasking Group Meeting** – Councillor Comber provided a brief verbal update, following on from his attendance at the last Meeting held on the 30<sup>th</sup> June 2016. Councillors noted that the said Meeting covered issues regarding PCSO's, Youth Club closures in other towns and anti-social behaviour matters. Councillor Comber advised the Meeting that the Tasking Group will be arranging to give a presentation at Kesgrave Town Council Youth Club next term regarding anti-social behaviour.
- 20. Nominate your Star of Suffolk** – Councillors noted these details and the deadline of the 30<sup>th</sup> September 2016. It was agreed, following the vote, to consider the matter further and to make a final nomination at the next full Town Council Meeting on the 12<sup>th</sup> September 2016.
- 21. Chairman/Clerk Other/Urgent Communications** – The Chairman of the Council – Town Councillor Beecroft-Smith reaffirmed that all Town Councillors have completed and signed the appropriate Public Register of Interests. These documents are public. He spoke about a matter, which he was asked to raise publicly as an urgent item via Town Councillor D Fairbrother and Town Councillor S Fairbrother relating to Town and District Councillor Lawson. The Chairman reaffirmed that the social media article that is being referred to is factually incorrect. The issue has been raised about the need to trim back hedges and greenery on a property and land along the Main Road/A1214 in the apparent ownership of Councillor Lawson. However, some confusion has arisen regarding the legal confirmation and proof of the precise boundaries and actual ownership for the land area and land in question. The Chairman made the point that in the interests of the electorate that we represent, the Town Council needs to work together amicably and professionally as "one body". Councillor Beecroft-Smith thanked Town and District Councillor Lawson for his continued dedication, hard work and commitment to the Town of Kesgrave as both a Town and District Councillor. He reminded the Council that the designated and agreed Press Officer for this Council is the Clerk. He instructed that Councillors do not respond to any media articles, which of course may be incorrect. Councillor Beecroft-Smith emphasised that this Council will not tolerate any harassment or bullying whatsoever. Legal action has been sought regarding this unpleasant and upsetting incident.
- 22. Newsletters & Circulars** – Councillors received and noted the latest versions of the following publications:-
- The Kesgrave News;
  - The Kesgrave Flyer.
- 23. 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.
- 24. Confidential Minutes of the Meeting held on the 13<sup>th</sup> June 2016** – During the Confidential Meeting which follows, Councillors will receive and are asked to consider and agree these Minutes. **(Copy in Confidential Minute Book).**

**25. Confidential Minutes of the Finance and Governance Committee Meeting held on the 27<sup>th</sup> June 2016 –** During the Confidential Meeting which follows, Councillors will receive and are asked to consider and agree these Minutes, including the nationally agreed NJU staff salary increases and the Pension enrolment financial recommendations **.(Copy in Confidential Minute Book).**

**26. Councillor's Absence –** During the Confidential Meeting which follows, Councillors will receive an update from the Chairman, where they will be asked to consider and agree the next stages.

**27. Youth Club –** During the Confidential Meeting which follows, Councillors will receive a verbal update following on from the Youth Club session held on Thursday, 16<sup>th</sup> June 2016 and they will be updated on a staffing matter following the session on Tuesday, 28<sup>th</sup> June 2016, which they are asked to consider and agree the next steps.

Councillors will be updated regarding Councillor Wallace's attendance at a Youth Club session and also Councillor Ogden's attendance on Tuesday, 5<sup>th</sup> July 2016. Councillors' are asked' to consider and agree dates for Councillors Bridgeman and Wallace, also Councillor Archer to attend the Youth Club.

*All remaining members of the public and the representative from the press left the Meeting at this point.*

**Date of the next Full Town Council Meeting – Monday, 12<sup>th</sup> September 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.....**