

Minutes of the meeting of the Kesgrave Town Council held on Monday 11th August 2008 at 7.15pm in the Council Chamber.

**Present:**

Mrs S Evans (Chairman)  
Mrs S Coupe  
Mr K Beecroft (Vice Chairman)  
Mrs J Klaschka  
Mr J Briggs  
Mrs D [McCallum](#)  
Mr R Bridgeman  
Mr P Mills  
Mr A Comber  
Mr R Walkling

**In attendance:**

Mrs V R Read (Clerk to the Town Council)  
Mrs J Francis (Deputy Clerk to the Town Council)  
Mrs M Neale  
Mr M Grimwood (District Councillor)  
Mr S Hudson (County Councillor)  
Mr J Klaschka (County and District Councillor)  
1 Member of the public

The Chairman welcomed Mr Walkling to the Council.

**1. Apologies**

Mr N Bugg – Illness  
Mrs N Goodchild – Illness  
Mrs S Ogden (District Councillor) – Family commitments  
Mrs E Smith – Work commitments  
Rev R Spittle – Work commitments

**2. Declarations of Interest**

Mr Briggs declared a personal interest in item 4a, Matter arising, Annual Reception being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 4a, Matter arising, Annual Reception being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Coupe declared a personal interest in item 4a, Matter arising, Annual Reception being a member of All Saints Church, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Evans declared a personal interest in item 4a, Matter arising, Annual Reception being a member of All Saints Church, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Klaschka declared a personal interest in item 4a, Matter arising, Annual Reception being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mr Mills declared a personal interest in item 4a, Matter arising, Annual Reception being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Evans declared a personal interest in item 8.d., Local Development Framework, proposals for development at Martlesham, being a BT employee and remained in the meeting during discussion on the matter.

Mrs [McCallum](#) declared a personal interest in item 8.d., Local Development Framework, proposals for development at Martlesham, being a LDF Task Group member remained in the meeting during discussion on the matter. Mr Bridgeman declared a personal interest in item 12, Boundary Review being an employee of Ipswich Borough Council, and left the room while the matter was under consideration.

### **3. Minutes of the last regular meeting held on 14th July 2008**

The minutes of the last meeting having been circulated were taken as read, approved and signed by the Chairman.

### **4. Matters arising**

**a. Annual Reception** In response to investigations regarding a venue for the Annual Reception Reverend Spittle had confirmed that All Saints Church could accommodate the event free of charge and Kesgrave Conference Centre had the proposed date available but would have to confirm if last years concessions were still available. Council agreed to accept the offer of All Saints Church as a venue so that the date could be set and arrangements progressed. Members were also informed that preliminary enquiries had been made regarding the provision of food prepared by Holm Court catering. The cost for a finger type buffet had been quoted at £4.50 per head which included delivery and presentation at the venue. A ceiling cost of £350.00, to include wine, was agreed with a decision to be taken by the Chairman, Vice Chairman and Chairman of Finance and Resources, to ensure bookings are made in time.

### **5. Chairman's Report**

The Chairman reported that:

- she had attended the 3PT meeting on the 8th August 2008;

- she would be attending a Boundary Review meeting to be held on the 1st September at Trinity Park arranged with the Boundary Committee by SALC.

The Vice Chairman reported that:

- he had attended a PCSO Match Funding seminar at Martlesham;
- he had attended a Boundary Review meeting held in July at SCDC;
- he and the Clerk will be attending a Boundary Review meeting arranged by SCC on the 14th August 2008 at Woodbridge Community Hall.

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**An adjournment was declared:**

**– to receive reports from the County and District Councillors, Police, Crime Prevention representatives, Public Transport Liaison Officer and Local History Recorder**

The Chairman congratulated Mr Hudson on his election as District Councillor for the Winesham Ward of Suffolk Coastal District Council.

Steven Hudson, County Councillor, reserved comment until the agenda item on Boundary Review.

John Klaschka, as County Councillor, reported:

- in response to investigations to reduce accidents at the Bell Lane/Foxhall Road junction SCC is proposing to install safety surfacing and carry out maintenance on landscaping. His suggestion of a roundabout had been rejected however, he would be making a further request for a 30mph speed restriction to be implemented;
- the Dobbs Lane improvements are due to commence today;
- he would reserve comment until the agenda item on Boundary Review.

Debbie [McCallum](#), as District Councillor reported:

- she had attended two Local Development Framework public meetings; one at Woodbridge when, although not unanimous, the site at Martlesham was agreed; the other at Felixstowe when an option for organic growth of smaller developments was agreed unanimously. The LDF Task Group will next meet to discuss the Core Strategy in depth.
- the Suffolk Constabulary application for holding units at Martlesham has been deferred for further reports;
- Kesgrave Music Festival has been a success raising £10,500 for the Hospice despite the inclement weather.

Martin Grimwood, District Councillor had nothing to report.

John Klaschka, as District Councillor, stated he had been encouraged by reading in the LDF

reports the mention of the possible impact of overloading local schools and infrastructure with additional development.

Mary Neale, District Councillor, reported in response to consultation regarding the appointment system Birches Medical Centre has revised their system. This will be introduced in August and should address the present problems in booking appointments experienced by patients.

No member of the Police was present but Members had been issued with a report, which is held on file.

Pat Brown, as PTLO, had nothing to report.

Pat Brown, as LHR, had nothing to report.

**- to allow members of the public to speak**

The Member of the Public did not wish to speak.

**It was agreed to bring forward the following item.**

**Mr Bridgeman left the room while the following item was discussed.**

## **12. Boundary Review**

The Clerk read the response received from the Boundary Committee which answered the questions raised in the Council's letter following the July meeting.

The Chairman then invited the County and District Councillors in turn to speak briefly on any additional information which they wished to put to the Council.

Council then expressed their individual views on the concept and its alternative put forward for consideration by the Boundary Committee, and also those which have been discounted. Mrs Ogden had supplied a written response which was read to Council in her absence.

The general feeling was that neither concept to be considered was ideal and the Status Quo was preferred. However as the financial information was deemed to be paramount it was agreed the Clerk will draw up lists for and against the various issues and this will be considered at the September meeting. The Chairman agreed to call an extraordinary meeting for Monday 22nd September, to agree the KTC response, and the Clerk will issue an agenda in due course.

**Mr Bridgeman returned to the meeting.**

## **6. Notices and Correspondence**

**a. Parish Bulletin** Members noted the Bulletin gave further information on the Boundary Review.

## **b. Other Items for Discussion**

**3.D.** An Olympics Briefing Sheet July 2008 from SCC had been issued to Members in their meeting pack.

**5.D.** Information from SCC had been received on their Play Your Part initiative and was noted.

**11.D.** Notification of a Suffolk Police Authority Survey will be made in Kesgrave News and Councillors were encouraged to take part.

A copy of the lists of Notices and Correspondence, including those for information only, and Reports and Mandates received were issued to each Councillor and are attached at **Annex 1** to the permanent copy of these minutes.

## **7. Financial Matters**

**a. Draft Minutes of the last Committee meeting held on 4th August 2008** were issued to Councillors and are attached at **Annex 2** to the permanent copy of these minutes.

**i. Office Building, cycle shelter (F&R item 14)** Council agreed this provision would be welcome and further investigations should be undertaken.

**ii. Cedarwood Green event, prize allocation (F&R item 16)** SCDC have been unable to source footballs as prizes and Council therefore **agreed** large tubs of sweets be purchased for each of the winning teams to supplement the medals already available.

**iii. Standing Orders (F&R item 18)** Council **agreed the F&R recommendation** of the inclusion of an additional SO. The wording to be: *Minutes do not record powers used for regular functions; this includes those items of the Senior Citizens Outing and November 11th celebrations under Section 137. Other grants and exclusion of Public and Press will be minuted citing the Power or Duty.* The relevant page of the revised SOs will be issued to Members in due course.

**iv. Terms of Reference with regard to F&R membership (F&R item 19)** Council **agreed the F&R recommendation** of acceptance of the Revised Terms of Reference as attached to **Annex 3 of the F&R minutes** which are attached at **Annex 2** to the permanent copy of these minutes.

**b. Receipts and Payments** Copies of the statements of Receipts and Payments were issued to each Councillor and are attached at **Annex 3** to the permanent copy of these minutes. Council **agreed** the Receipts and Payments be accepted with no further discussion and settlement of the accounts was approved. Consideration of alternative utility providers will be considered by the F&R Committee at their next meeting.

**c. Transfer between accounts** Council agreed a transfer of £14,000 be made from the Instant Access Saver Account to the Ordinary Account.

**d. Transfer of Reserve Funds** Council **agreed** that funds be transferred as detailed.

**Product/service - Amount - Reserve fund**

RFC Grass cut - £37.20 - From RFC

Purchase of Goods - £1247.00 - From 3PT

Equipment sales - £20.00 - To 3PT

NCS Ltd - £167.85 - To Recycling credits

MSG strimming - £38.72 - From Long Strops

**e. Late items for information** None.

## **8. Planning and Development Matters**

**a. Draft Minutes of the last Committee meeting held on 4th August 2008** were issued to Councillors and are attached at **Annex 4** to the permanent copy of these minutes.

**b. Planning applications received since 8th August 2008** The list of planning applications where comment was required, those which were not contentious and the decisions received, had been issued to each Councillor and is attached at Annex 5 to the permanent copy of these minutes. It was noted that the Appeal against a refusal decision with regard to the rear gardens of 43 and 45 Main Road had been dismissed. The P&D Committee then approved this list and the comments en bloc.

**c. Street naming** Mr Mills raised on Mr Bugg's behalf the issue of an article written on Councils behalf on road naming which had been submitted for inclusion in Kesgrave News but not yet printed. Council agreed the Clerk should write to the Editor asking if this article could be inserted and expressing their disappointment that articles from outside Kesgrave had been used rather than one on this local issue.

**d. Local Development Framework** It was noted the SCDC Task Group have accepted the site East of Martlesham as the preferred option for residential development in the area.

**e. Late items for information** None.

## **9. Recreation and Amenities Matters**

**a. Roads, footways and footpaths** The Deputy Clerk advised Council of the following matters.

- Proposals for the Bell Lane/Foxhall Road junction had been received following the investigation of this accident site. Cutting back the vegetation, installing anti-skid surfacing and an advance warning sign in Monument Lane are proposed. Council expressed their disappointment in these very minimal proposals and a response will be sent asking once more for consideration of an extension of the 30mph speed limit to include the junction.

- Notification had been received that works would commence on the Dobbs Lane alterations at Grange Lane on 11th August and it is hoped will last only 3 weeks, being completed before schools return. Mr Beecroft confirmed that temporary traffic lights have been erected at the

site.

**b. Late items for information** None.

## **10. Town Plan Revision**

**a. To receive latest report** Mrs Klaschka presented her report which is attached at **Annex 6** to the permanent copy of these minutes.

## **11. Youth Provision**

**a. Youth Club** Mr Beecroft reported that consideration is being made of again setting up a Support Group for the Youth Club.

## **b. Other Youth Issues**

**i. Request to support New Youth Club** F&R had agreed at their August meeting to provide a grant of £300 as minuted at Item 12c of those minutes. However additional information had been received that the hiring of the Comm Ed building will be £5 a session and in accordance with precedence it was readily **agreed** therefore to increase the grant to £350 to cover the hall hire. Further consideration will be given to this, as well as the materials grant, when the requested report is received at the end of November.

## **12. Boundary Review**

This item was taken immediately after the adjournment and is minuted there.

## **13. Buy Your Own PCSO**

Council considered the paper attached at **Annex 7** to the permanent copy of these minutes and **agreed** that negotiations for a Match funded additional PCSO from the January intake be progressed. This was on the understanding that if Martlesham and Rushmere Parish Councils also wished to proceed Kesgrave would pay half the funds necessary but if only one of the other Councils wished to join the scheme the Kesgrave contribution would be 2/3rds of the monies needed.

## **14. Report from Clerk and Press Officer**

Articles for inclusion in September Kesgrave News will be submitted on:–

Page 3 Boundary Review again

Others Cedarwood Green Event

**15. To receive such other communication or matters of sufficient urgency and importance that the Chairman will allow for discussion**

R&A having already agreed Council should purchase Jute bags for sale Council considered the suggestion that bags smaller than those on sale at Tesco be purchased, but agreed to have the larger bag. Mr Comber will investigate whether the words “Kesgrave Goes Green” can be inserted into the Tif file of the Kesgrave tree.

**16. Date of next meeting – Monday 8th September 2008 in the Council Chamber**

The Chairman closed the meeting at 9.33pm

**Chairman**