

Minutes of the meeting of the Kesgrave Town Council held on Monday 8th September 2008 at 7.15pm in the Council Chamber.

**Present:**

Mrs S Evans (Chairman)  
Mrs N Goodchild  
Mr R Bridgeman  
Mrs D [McCallum](#) (District Councillor)  
Mr J Briggs  
Mr P Mills  
Mr A Comber  
Mrs S Ogden (District Councillor)  
Mrs J Klaschka  
Mr R Walkling

**In attendance:**

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

**1. Apologies**

Mr K Beecroft – holiday  
Mr N Bugg – illness  
Mrs S Coupe – family commitments  
Mrs E Smith – family commitments  
Rev R Spittle – family commitments  
Mr M Grimwood, District Councillor – other duties  
Mrs M Neale, District Councillor – family commitments

The Clerk read to Council a thank you card received from Mr Bugg

**2. Declarations of Interest**

Mr Bridgeman declared a prejudicial interest in item 12, Boundary Review being an employee of Ipswich Borough Council, and left the room while the matter was under consideration.

Mrs Evans declared a prejudicial interest in item 8 a.i. C08/1302 Planning application in Grantchester Place, being a near neighbour and left the room while the matter was under consideration.

**3. Minutes of the last regular meeting held on 11th August 2008**

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

#### **4. Matters arising**

**a. Late items for information** None.

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

The Chairman reported she had attended:

- a Boundary Review meeting at Trinity Park hosted by SALC at which the Boundary Committee were in attendance;
  - the SCDC Chairman's reception at Woodbridge
- and that she will be attending a Library Working party meeting and a 12PT meeting before the next Council meeting.

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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**

Mr Hudson, County Councillor reported:

- he had been asked and had agreed to be the Independent Auditor for the Town Plan Working Party;
- the expected financial statement from the Boundary Committee had been postponed to the 19th September so that the stakeholders, on instruction from the Committee, could include Lowestoft in their financial submissions.

Mr Klaschka, as County Councillor reported:

- the scheduled maintenance work on the soak-away outside the Bell Public House will be carried out during October;
  - the completion date for the Dobbs Lane crossing has been delayed, until the 26th September, because of difficulties installing the new school entrance;
- At the request of the Chairman he agreed to reserve comment on Boundary Review until the agenda item.

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

- the Music Festival had raised a final total of £11,000 for the Hospice and the date for next year's event has been arranged;
- Suffolk Coastal Development Control has granted permission for a new Supermarket and flat complex in Felixstowe;
- the new orders for Foxhall Stadium had also been agreed.

Mrs Ogden, as District Councillor, reported:

- SCDC had issued yet another leaflet on the Local Government Review;
- on the re-organisation of the local SNT teams;
- the next phase of the twin bin scheme for Kesgrave is imminent;
- she Chaired a Green Issues meeting at Suffolk Coastal and was able to report Kesgrave has already ordered eco-friendly bags; whereas most other parishes are still discussing details.

Mr Klaschka, as District Councillor, had nothing to report.

Mrs Brown, as LHR, circulated photographs.

Mrs Brown, as PTLO, has received updated bus timetables.

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

The member of the Public did not wish to speak

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## **6. Notices and Correspondence**

**a. The Local Councillor** The Chairman drew Council's attention to an article regarding changes to the Quality Status scheme. Mrs Klaschka highlighted an article relating to allotments which Council agreed will be discussed at the next R&A meeting.

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

**4.D.** Suffolk Constabulary had sent notification that the review of Safer Neighbourhood Teams was complete and highlighted the key changes which were read to Council.

**6.D.** Information had been received from the Ipswich Hospital NHS regarding its application for NHS foundation trust status and its campaign for members to the Ipswich Hospital Foundation Trust.

**7.D.** Information had been received from SALC regarding the new Deputy Chief Executive appointment, training courses and the AGM.

**9.D.** A thank you letter had been received regarding the Senior Citizens Outing.

**11.D.** Notification from SCDC had been received regarding road shows which would precede the next phase of increased recycling collections in Kesgrave.

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. Receipts and Payments** Copies of the statements of Receipts and Payments were issued to each Councillor and are attached at **Annex 2** 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.

**b. Transfer between accounts** Council agreed a transfer of £8,300 be made from the Barclays Instant Access Saver Account to the Ordinary Account immediately and a further £1,200 be transferred at the end of the month for the PWLB payment if the second half of the Precept has not been received.

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

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

RFC Grass cut - £37.20 - From RFC

NCS Grass cutting - £68.00 - From Cedarwood Walk POS

**d. Budget 1st April 2009 – 31st March 2010 suggestions** Members were reminded that work will soon commence on the Budget for 2009 – 2010 and early suggestions for items to be included would be helpful. It was noted the Deputy Clerk has suggested a person to litter-pick be employed to relieve the handyman of this never-ending task and Mr Comber had suggested some provision for the maintenance of the website be included also.

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

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

**Mrs Evans left the room while the following item was considered; Mr Comber took the Chair.**

**a. Planning applications received since 5th 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 3** to the permanent copy of these minutes. Those plans for which comment was required were displayed and further comments were invited, but none were made. The P&D Committee then approved this list and the comments en bloc.

**b. Street naming** None.

**c. Late items for information** None.

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

**a. Roads, footways and footpaths** The Deputy Clerk advised Council of the notifications of the following works which have already taken place:–

- The closure of Dobbs Lane between 26th and 29th August.
- The closure of A1214 on 26th to 27th August between 6.30pm to 6.30am.
- It was also noted the crossing point being constructed at Grange Lane had been delayed but should be in operation by the 22nd September.

**b. Cedarwood Walk Landscaping** The Deputy Clerk informed Council of the agreement by the Chairman and Vice Chairman of Recreation and Amenities to purchase 5,000 bulbs at a cost of £750 plus VAT. This agreement had been necessary between meetings in order for the bulbs to be purchased in time for planting planned for the beginning of October. Greenways will organise the work in conjunction with Cedarwood School and the High School. Some wildlife seed will be sown at the same time The Explorers may also take part and any adult who would like to participate was encouraged to contact the Clerks for exact dates.

**c. Late items for information** None.

## **10. Town Plan Revision**

**a. To receive latest report**

Mrs Klaschka informed Council of the current position which is detailed in the report attached at **Annex 4** to these minutes.

**11. Youth Provision**

**a. Youth Club** Nothing to report.

**b. Other Youth Issues**

**i. Detached Youth Workers** The Clerk reminded Council of the long history to the issue of part funding detached youth workers. Communications from SCC had been sparse with an email in May of this year stating that now one of their officers had returned from maternity leave it would be possible to progress the situation. A report had since been received last month on the hours, days and costs of the proposal but this did not include the elements which KTC had agreed in January.

Council agreed this situation had been on-going unproductively for too long. An additional part funded PCSO would be operational in the near future and Council believed this was a more appropriate and productive use of Council funds. The Clerk was instructed to write to the Officers at SCC dealing with the Detached Youth Worker post explaining the situation and withdrawing from the agreement. The Clerk confirmed no monies had been spent so far, other than on staff time.

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

**12. Boundary Review**

Mr Klaschka gave details of the information on savings that have been identified so far.

Council had been issued with a draft proposed response with their agenda but the Clerk explained changes had been made to clarify some points, and to make further comments, following the Trinity Park meeting with the Boundary Committee. A second draft was considered and further additional comments were agreed. The Clerk will issue the further amended document with the Agenda for the Extraordinary meeting which is to be held on 22nd September, when the final confirmation on savings should be available.

It was noted with disappointment and some aggravation that although the time for the County and District Officers to submit their information on the financial implications had been extended there was to be no extension on when final responses under the consultation process were to be made. This meant despite having an additional meeting specifically to consider the financial implications KTC members had only a weekend to assimilate that information.

Council thanked the Clerk for the work she had done on the composing the response.

### **13. Footpath Adoption on POS K**

The Clerk explained it is now necessary to agree the adoption of the short links of footpath which cross Cedarwood Walk from the residential areas to the west which join with the main SCC owned cycle/footpath. A document had been forwarded from the Council Solicitors and Council **agreed** the Council seal be applied and the Chairman and Chairman of Finance and Resources should sign on their behalf. Council were pleased to note that the developer will be paying the costs incurred. The signatures were added after the meeting ended.

### **14. Match Funded (Buy Your Own) PCSO**

The Clerk reported Rushmere St Andrew Parish Council have agreed to partner Kesgrave Town Council in a Match Funded PCSO but Martlesham have decided not to participate. A date is to be set for a meeting to be held between the Clerks of Rushmere and Kesgrave and a representative from the Police Authority to consider the Service Level Agreement (SLA). It was suggested that progress should not be made until after the first 12PT meeting in case other parishes wished to participate but the Clerk explained the SLA discussions are at a very early stage and agreement by Kesgrave and Rushmere Councils, and any others who wish to join in the scheme, will not be possible until the October, or more probably November, Council meetings.

### **15. Quality Status**

The Clerk explained she had now received a certificate confirming her [CiLCA](#) pass – The National Training Strategy for Town and Parish Councils Certificate in Local Council Administration. This is one of the statutory obligations for a Council to achieve Quality Status and it is now possible to consider the other necessary requirements. Council agreed this qualification should be sought and the Clerk will report on the information received from SALC at the October meeting. It was anticipated the F&R Committee will need to consider the Statement of Intent on Training at their November meeting but many of the other criteria are already covered.

### **16. The Royal British Legion Remembrance Day**

#### **a. Two Minute Silence Civic Ceremony**

Council were informed that as the 11th November falls on a Tuesday there will be no need for a separate Ceremony for the schools this year. The usual ceremony with The Royal British Legion, will therefore take place on Legion Green and the schools will be invited. Mrs Evans will hope to be in attendance to lay the wreath on behalf of the Council.

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

Articles for inclusion in October Kesgrave News have been submitted on:–  
Page 3 The Autumn round up (Street lights, Bonfires, Fido bins and Boundary review!)  
Others Senior Citizens Outing

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

None.

**19. Date of next meeting – Monday 13th October 2008 in the Council Chamber**

The Chairman closed the meeting at 9.02pm.

Chairman