

Minutes of the meeting of the Kesgrave Town Council held on Monday 9th March 2009 at 7.15pm in the Council Chamber.

Present:

Mrs S Evans (Chairman)
Mrs J Klaschka
Mr K Beecroft (Vice-chairman)
Mrs E Smith
Mr R Bridgeman
Rev R Spittle
Mr A Comber
Mr R Walkling
Mrs N Goodchild

In attendance:

Mrs V R Read (Clerk to the Town Council)
Mr S Hudson (County Councillor)
Mr M Grimwood (District Councillor)
5 Members of the public

1. Apologies

Mrs S Coupe – illness
Mrs J Francis (Deputy Clerk to the Town Council) – illness
Mrs M Neale - alternative meeting
Mr J Klaschka (County and District Councillor) – alternative meeting
PCSO Glyn Bown – annual leave

2. Declarations of Interest

Mr Bridgeman declared a personal interest in item 12 Boundary Review being an employee of another authority, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Ogden declared a personal interest in item 12 Boundary Review being a member of another authority, remained in the meeting and took part in consideration and discussion of the matter.

3. Minutes of the last regular meeting held on 9th February 2009

A line referring to Mr Briggs' time on the Council was deleted as although this was a statement of fact it was not believed to have been voiced at the meeting. An addition was also made to Item 19 Quality Status indicating Mrs Ogden had also paid for her own lunch. The minutes of the last meeting having been circulated were then taken as read, approved and signed by the Chairman.

4. Matters arising

The Clerk reported:

a. Item 8 (Notice and correspondence) 5.D. 12PT have met since the February Town Council meeting and agreed that, in order to encourage responsibility and acceptance of ownership, cycle locks will be offered to local pupils at £1, with sponsorship paying for the shortfall on each lock. This will mean that increased numbers are made available.

b. Item 10.d. P&D Matters The Town Council's responses to the Local Development Framework have been submitted on-line and acknowledged.

c. Late items for information None.

5. Report from Chairman and Vice Chairman

The Chairman reported:

– she and Mr Beecroft have recently attended a Council meeting at Needham Market where there are many differences to the manner in which KTC hold their meetings. Mrs Evans and Mr Beecroft intend to visit other Councils and will then compile a report for consideration by Full Council;

– a second meeting had been held between herself, Reverend Spittle and Mr Klaschka and would be reported fully at Item 20.

The Vice Chairman reported:

– at the 12PT Sub Group meeting that morning one of the priorities discussed was parking on grass verges. Sgt Richardson has stated that if photos are sent to the SNT office which show the registration number of vehicles he will be able to act;

– he has attended the site visits for 139 and 305/307 Main Road and will be attending the Appeal hearing for Grantchester Place the following day.

An adjournment was declared:

– to receive reports from the County and District Councillors, Police and Local History Recorder

Mr Hudson, County Councillor, reported on the Boundary Committee postponement of recommendation and the disappointment and discomfort many people have expressed. He reminded Council that responses must be resubmitted. He was aware that many Councils are simply resubmitting the original comments with a note to that effect. **Later:** At the Chief Executive/Town Clerks meeting on 13th March it was confirmed it is not compulsory to respond again, and KTC need only do so if there are additional comments they wish to make.

It was noted that SCDC are holding Parish Liaison meetings regarding the Boundary Review on the 30th March, Mrs Ogden, as District Councillor, will be attending the afternoon session and Mrs Evans and Mrs Read are due to attend the evening session for the Town Council.

Mr Hudson also informed Council that he still had some Locality Budget available to allocate before the County elections in June.

Mrs Ogden, as District Councillor, reported:

- on the SCDC Budget, giving figures for Band D properties;
- SCDC's walk programme and availability of information on-line and in booklet form;
- that local athletes who perform nationally can have free use of District facilities;
- free swimming will be available for the over 60's from 1st April;

and drew attention to the Community Centre article in Kesgrave News.

Mrs Ogden also submitted a report from Mr Klaschka which is held on file.

Mr Grimwood, District Councillor, reported that following the site visits the following DCSub meetings have granted the application for 305/307 Main Road but refused that for 139, although it is considered an appeal against this decision is likely. He will attend both Parish Liaison meetings.

The Police had submitted a report for the 12PT area which was issued to Members and is held on file.

Mrs Brown, LHR, reported she had previously submitted photos to the Police of vehicles parked on grass verges and had been told that as the driver was not in the picture no action could be taken. Mr Beecroft reiterated his report of Sgt Richardson's statement.

– to allow members of the public to speak

Mr Bradbrook, on behalf of the Allotment Society, said he had nothing to report.

6. Notices and Correspondence

a. The Local Councillor It was noted the Clerk was listed as one of the Suffolk Clerks to attain her [CiLCA](#).

b. Other Items for Discussion

2.D - A letter from SCDC regarding the Allocation of Local Authorities Business Growth Incentive Grant (LABGI) reported to Council at the February meeting had been received. Further details on criteria will be received in due course.

3.D - SCDC promoted the availability of a COIN training day on 21st March to enable speech giving on climate change and details are available through the Clerks.

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

It was noted that as March is the last month in the financial year some additional invoices might need paying before the next Council meeting.

Some discussion was also held on the estimated invoice from E-on for the MSG Pavilion. A meter reading had taken place and a corrected invoice is awaited. It would appear however that consumption has not reduced. Mr Comber is to accompany some experts to the building later in the week who will consider ways in which some reduction can be made. The Clerk has also arranged that in the short term Mrs Bennett will visit the Pavilion on Wednesday and Friday mornings to ensure the previous nights hirers have not left heaters on.

b. Transfer between accounts Council agreed a transfer of £20,500 be made from the Instant Access Account to the Ordinary Account.

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

Product/service - Amount - Reserve fund

Greenways (Long Strops pond) - 130.00 - From Conservation

RFC inspections - 9.68 - From RFC

SCC MSG ground maintenance - 1,833.11 - From Long Strops

d. Fixed Rate Bond Some considerable discussion took place on how to reinvest the £100,000 which is currently held in a Fixed Rate Bond at Barclays which matures in early April.

Rev Spittle had supplied the Clerk with details regarding Standard Life and Members considered various alternatives and possible outcomes. It was **agreed** the Clerk will contact Barclays who are offering a 6 month Fixed Rate bond at 1.5% and establish that by investing £50,000 the Current and Instant Access Accounts will remain free of charges. If this is confirmed a new Bond will be taken up when the current one matures and the other £50,000 will be invested in a Standard Life 9 month Fixed Rate Bond at 2.9% if this is still available in April.

Later: Barclays confirmed banking will still remain free of charges if only £50,000 is reinvested in the 6 Month Fixed Rate Bond and arrangements have therefore been made for this reinvestment. Details have also been submitted to Standard Life for a 9 Month Fixed Rate Bond of £50,000 to start as soon as monies are available and with Mr Beecroft, Mr Comber and Mrs Read as the named persons for the Council. The latter will be the point of

contact for any correspondence.

e. Late items for information None.

8. Planning and Development Matters

a. Minutes of the last meetings held 16th February and 2nd March 2009 Mr Beecroft explained that having reported the success of the newly convened meetings to the February Council meeting, the March 2nd meeting was abandoned, as only one Member attended. With the possibility of new Councillors joining the Committee the Monday afternoon meetings will however continue. Minutes of 16th February 2009 are attached at **Annex 3** to the permanent copy of these minutes.

b. Planning applications received since 6th February 2009 The list of planning applications where comment had been made required, those which were not contentious and the decisions received, had been issued to each Councillor and is attached at Annex 3a to the permanent copy of these minutes.

It was confirmed there is no indication which business intends to occupy the unit at Grange Business Centre.

Members attention was also drawn to the Bell Barn application. The site plan was displayed and it was noted that many favourable comments had been received on the layout and density.

c. Street naming for approval None.

d. Meeting dates for May It was explained that the May meetings will be held on Tuesday 5th and 26th because of Bank holidays.

e. Late items for information Members were reminded the agendas for March had been included in the agenda packs and are copied back to back.

Mr Grimwood left during the preceding item.

9. Recreation and Amenities Matters

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

- Councillors comments were requested on the works that have taken place, and their effectiveness, at Foxhall Road/Bell Lane junction. Members reported that few drivers appear to be switching on their lights as requested by the new sign and the cutting back of vegetation has been minimal. It is also believed there have been at least 3 accidents since the works took place. The Clerk will write to SCC expressing Council disappointment in the works and reiterating that the only way in which accidents will be reduced is to extend the speed limit to encompass the junction.

- It has at last been established who is responsible for the knee rail fencing on the southern side of the bus link. The fence has become increasingly damaged and concern from the Health and Safety angle has been raised. County have now agreed it is their responsibility and are working with SCDC to thicken up the landscaping in order that the knee rail fence can be removed. As a temporary measure, to protect the link from incursion, chestnut fencing will be erected in the landscaping gaps.

b. Late items for information

Mr Mills commented on the state of roads in Kesgrave and Bell Lane in particular. The Clerk informed Council that Bell Lane is shortly to be tarred and chipped.

Council also spoke briefly about the All Saints roundabout and the Clerk will contact SCC to see if there has been any success in bidding for monies towards an investigation regarding removing the lights. The Chairman suggested forming a working party to consider various scenarios but it was agreed this should wait until it is clear if funds are available for any alterations.

10. Town Plan Revision

a. To receive Representatives report Mrs Klaschka summarised her report which had been issued to Members and is attached at **Annex 4** to the permanent copy of these minutes. It was explained the Gressland Court visit will in fact take place on Tuesday 10th March. Mr Walkling confirmed the website would be available shortly.

11. Allotment Requests

KTC have applied for Membership to the National Association and the cheque was approved earlier in the meeting.

12. Boundary Review

Consideration of further responses will be made at the April Council meeting after the Parish Liaison meetings have been attended.

13. Elections to fill Councillor vacancies

Members were reminded that a poll is to be held to determine the Councillor to fill the East seat on Thursday this week and that two people, Mr Pryke and Mr Lynch, have been elected unopposed to the West seats. Council looked forward to welcoming the three new Members to the table at the next meeting.

14. Kesgrave Community Trust

Nothing to report.

15. Code of recommended practice on Local Authority publicity

Only three responses to the consultation papers issued had been received. As this is not a mandatory consultation it was agreed KTC will not comment on this occasion.

16. Retrospective consideration

Members had been issued with the lists compiled at the retrospective Working Party meeting which is attached at **Annex 5** to the permanent copy of these minutes. Those Members who had taken part agreed it had been a useful exercise and it was **agreed** that the information gathered would be used for subsequent Kesgrave News articles and the Chairman's Annual report. The next meeting is to be held on 17th August.

17. Quality Status

Members had been issued with a snap shot of where KTC stand as regards to the criteria for Quality Status had they applied in February this year; this is held on file. Those criteria which are not presently being fulfilled were considered and it was noted that of the 17 discretionary criteria KTC fulfil at least 11, and only 9 are required.

Although Clerks of other Councils in SCDC have commented less than favourably on the benefits of being a Quality Town the following comments made by SALC were also noted.

“....with possible changes that may come through with the structural review it may confer an advantage if and when decisions are being made regarding devolving of functions or assets with any unitary/ies using it at a bench mark.

The main benefit is that it shows a level of competence and demonstrates that a council is meeting a standard. Many councils say that they know they are doing their best for their community but it is wonderful to get that recognition from an independent body. “

It was **agreed** therefore KTC should proceed with preparing for making an application. A needs analysis of Training will be required, and it was noted that it is not necessary for every Councillor to attend a SALC training course. The Chairman will put together some information for Members to consider. It was agreed the Clerk will not start to compile evidence at the present time, as much is time constrained, and unnecessary work should be avoided.

18. Report from Clerk and Press Officer

The Clerk reported she will be attending:

- a Chief Executive/Town Clerks meeting this Friday

and

- the SALC Power of Well being morning on the 30th March.

Articles for inclusion in Kesgrave News will be:—

Page 3 - The issues identified in the retrospective meeting

Others

- Announcing the names of the newly elected Councillors.

- Annual Town Meeting date

Later: Speedwatch

19. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960

The Council resolved that the public and the press be excluded for consideration of Item 20 Further Report on Extraordinary meeting held 26th January 2009 since publicity would prejudice the public interest by reason of the confidential nature of the business, and that these matters be deferred to follow Item 21 on the agenda.

The following item was taken after Item 21 and is minuted there.

20. Further Report on Extraordinary meeting held 26th January 2009

21. To receive such other communications or matters of sufficient urgency and importance that the Chairman will allow for discussion (To be notified to the Clerk by 12.00 noon on the day of the meeting)

None.

The remaining members of the public left the meeting and Council was able to consider the following.

20. Further Report on Extraordinary meeting held 26th January 2009

The Chairman explained a further meeting had been held with Mr Klaschka with positive results. Reverend Spittle had made notes on a joint statement to be submitted to both local Community magazines, regarding the proposed regular meetings between Town, District and County Councillors. Members had been issued with copies and some suggested alterations were considered.

The original statement had also been issued to all District and County Councillors for Kesgrave for their agreement on wording. Mrs Ogden indicated she had a Personal interest as she is both Town and District Councillor.

Reverend Spittle will issue a revised copy to all concerned before submitting the definitive version to the magazines. The definitive version is attached at **Annex 6** to the permanent

copy of these minutes.

22. Date of next meeting – Monday 6th April 2008 in the Council Chamber. It was noted this meeting is to be held on the first Monday of the month because of Easter.

The Chairman closed the meeting at 9.28pm

Chairman