

Minutes of the meeting of the Kesgrave Town Council held on Monday 12th October 2009 at 7.15pm in the Council Chamber.

Present: Mr K Beecroft (Chairman) Mr P Mills
Mrs S Ogden (Vice Chairman & District Cllr) Mr C Pryke
Mr A Comber Rev R Spittle – arrived 8.07pm
Mr R Haskell Mr R Walkling
Mr G Lynch

In attendance: Mrs V R Read (Clerk to the Town Council)
Mrs J Francis (Deputy Clerk to the Town Council)
Mrs M Neale (District Councillor)
Mr S Hudson (County Councillor)
Mr M Grimwood (District Councillor)
2 Members of the public

1. Apologies

Mr R Bridgeman	– Work commitments
Mrs S Coupe	– Illness
Mrs S Evans	– Family commitments
Mrs N Goodchild	– Illness
Mrs J Klaschka	– Illness
Mrs E Smith	– Family commitments
Mrs D McCullam (District Cllr)	– Work commitments

The Chairman had been contacted by Mrs Klaschka who had asked him to inform Council she has been diagnosed with cancer, is undergoing tests and is waiting a date for surgery.

The Clerk informed Council Mrs Coupe is also going into hospital for surgery and suggested Council send a card and flowers to both Councillors wishing them a speedy recovery, which Council readily agreed.

2. Declarations of Interest

Mr Beecroft declared a personal interest in item 6, Confidential Note regarding Item 7.a.i. of 8th June meeting and subsequent papers, being a named member, remained in the meeting and took part in consideration and discussion of the matter.

Mr Beecroft declared a personal interest in item 8.a.1.D., Notices and Correspondence, Community magazines, being a Kesgrave News Committee member, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Ogden declared a personal interest in item 8.a.3.D., Notices and Correspondence, SCDC Consultation document, being a member of another authority, and remained in the meeting

and took part in consideration and discussion of the matter.

Mr Beecroft declared a personal interest in item 9.a., Financial Matters, Payments to Kesgrave News, being a Committee member, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 9.a., Financial Matters, Payments for web site maintenance being the provider, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 9.a., Financial Matters, Payments to Kesgrave News, being Chairman, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 11.b., Recreation and Amenities Matters, Rupert Fison Centre Square, being a Director, and remained in the room during consideration and discussion of the matter.

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

Mr Comber declared a personal interest in item 16, Town Council Web site updates, being the web master, and remained in the meeting and took part in consideration and discussion of the matter.

3. Minutes of the last regular meeting held on 14th September 2009

Members had been issued with a replacement front page for the papers delivered with their agenda and their attention was drawn to the two alterations. The minutes having been circulated were then taken as read, approved and signed by the Chairman.

4. Matters arising

a. Report on Parking In response to Mr Walkling's concerns regarding parking issues in Kesgrave KTC had requested information from the Police and SCC. This information had been summarised in a report which is attached at **Annex 1** to the permanent copy of these minutes and had been issued to Members and Mr Walkling.

b. Late items for information None.

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

This Council resolves that the public and the press be excluded for consideration of Item 6. Confidential Note regarding Item 7.a.i. of 8th June meeting and subsequent papers, 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 18 on the agenda.

The following item was taken after item 18 and is minuted there.

6. Confidential Note regarding Item 7.a.i. of 8th June meeting and subsequent papers

7. Reports from Chairman and Vice Chairman

The Chairman reported:-

- he had attended the 12PT Tasking Priority Group and Youth Forum meetings;
- he had also attended an informative Planning Seminar at KTC presented by SCDC;

– the EADT had written a misleading article regarding Speedwatch which stated that Kesgrave had 20 volunteers; the correct information is that Kesgrave and neighbouring Parishes had pulled out of this initiative. The Clerk had contacted the Reporter informing him of his error and although a retraction was promised this does not appear to have been printed to date. It was suggested, and agreed, an article be placed in Kesgrave News stating the true facts;

- he wishes to re-instate the informal meetings between himself and the District and County Councillors who will be sent invitations to attend a meeting on 30th October at 10.30am.

The Chairman also reminded Members that papers are often included in the agenda pack which require a response before or at the meeting. He reminded Members they should open their envelopes as soon as possible and went on to emphasise that for consultation documents such as the current one from SCDC, the Clerk needs to be provided with Councillors thoughts in order for a Council response to be put together.

The Vice Chairman reported:-

- she had attended the Planning Seminar held principally for P&D members and hoped future training sessions would be better attended; she also reminded Members the SALC courses will be paid for;
- she raised the matter of seating at Council meetings and asked if the decision for the Vice Chairman to sit at the top table would be re-instated. The Clerk suggested this was a decision for the current Chairman to make and should be discussed outside the meeting, this was agreed.

An adjournment was declared:

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

Recorder

Mr Hudson, County Councillor, apologised for missing several meetings and stated much of the discussions at County had recently been bureaucratic. He also reminded Council of the availability of Locality Budget.

Mrs Ogden, as District Councillor, reported she had attended the following meetings:-

- Suffolk Acre AGM;
- Suffolk Coastal Policing Forum.

Mr Grimwood, District Councillor, thanked the Clerk for the copy of KTC's response to the application for area FF and Fentons Wood. He also reported on the current position regarding the planning application at Giffords Close.

Mrs Neale, as District Councillor, reported on:-

- the SCDC consultation workshops;
- the Local Strategic Partnership Forum to be held at Snape Maltings in November
- that Heath School have become a founder member school of the 'Get Set' network, which relates to the 2012 Olympics. Her written report is held on file.

In the absence of the Police the Deputy Clerk read a statement from Sergeant Mick Richardson explaining he is leaving the SNT office and moving to another post within the Force. He stated Kay Hammond would be leading the local SNT office in the short term and thanked the Council and staff for their support over the years.

Mrs Brown, as LHR for West Kesgrave circulated newspaper cuttings together with those handed in by Mrs Broom, LHR for East Kesgrave.

– to allow members of the public to speak

The Members of the public present did not wish to speak therefore the meeting was re-convened.

Members of the Allotment Association being present it was agreed to bring the following item forward on the agenda.

13. Kesgrave Allotment Association

A letter had been received from Mr Bradbrook, Chairman of the Kesgrave Allotment Association, posing a number of questions from his members which are to be raised at their meeting on the 30th October. Members had been issued with a copy of the letter and the Clerk made recommendations on how each question could be answered. Members made their

own comments during the course of this item and the substantive response which will be sent to Mr Bradbrook is attached at **Annex 2** to these minutes.

Councillors have been invited to attend the Association's meeting and Mr Beecroft has agreed to do so. **Later:** The Clerk will accompany him.

8. Notices and Correspondence

a. Items for Discussion

1.D There was no discussion regarding the Community Magazines.

The 12PT event of an Antiques and Collectibles Roadshow on November 7th at the Community Centre was promoted to Members, who were also advised that Sgt
2.D Richardson will be asking the 12PT meeting for funding of up to £1,000 from their funds for this event.

Papers regarding the SCDC Consultation on Proposed Objectives and Service Efficiency had been issued with the agenda with a request for individual responses for collating. Only 1 response had been received. Some discussion took place on the various topics
3.D listed but it was agreed to allow Members a further 24 hours to submit their individual thoughts for the Clerk to collate. **Later:** The collated response was approved by the Chairman and is held on file. Two representatives are invited to the Workshop in November and Mr Beecroft and Mr Walkling will attend.

Mrs Klaschka will be unable to attend the SALC AGM 9th November and Members
4.D were asked to inform the Clerk in the following week if they would be prepared to represent KTC. **Later** no-one volunteered.

A copy of the lists of Notices and Correspondence, including those for information only, were issued to each Councillor and are attached at **Annex 3** to the permanent copy of these minutes.

b. Councillor Representative Reports

A copy of the Reports, were issued to each Councillor and are attached at **Annex 4** to the permanent copy of these minutes. In addition to the report by Mr Beecroft regarding the 12PT Priority Tasking Group meeting Members were advised of the following.

– Following some correspondence the next 12PT meeting will consider inviting a SCC Highways officer to talk about Speed Activated Devices and to ask for further data arising from the use of this equipment in the 12 parishes. Council expressed their support for this initiative and look forward to the report back.

– Sgt Richardson will be seeking funding from the 12PT meeting of £1,000 from their funds for the purchase of reflective teddy bears to be issued to all Year 2 primary pupils who will take part in the SNT Road safety initiative with Primary Schools.

9. Financial Matters

a. Receipts and Payments Copies of the statements of Receipts and Payments were issued to each Councillor and are attached at **Annex 5** 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 The second half of the Precept having been received Council agreed a transfer of £74,000 be made from the Ordinary Account to the Tracker Account.

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

Product/service	Amount	Reserve fund
SNT Anti Theft Day hall hire (Antiques Roadshow)	£50.00	From 12PT
Equipment sales	£75.00	To 12PT

d. Barclays Treasury Bond Further to the consideration in September, Council **agreed** the Treasury Bond for £50,000 held with Barclays be renewed for a further 6 months to April 2010.

e. Budget 1st April 2010 – 31st March 2011 final suggestions Members suggested that Play equipment, Cemetery land, the RFC lighting, additional Fido and Litter bins, and additional cycle stands for the Library be considered for inclusion.

f. Late items for information Budget monitoring papers were included in the evenings packs for the F&R Members.

10. Planning and Development Matters

a. Minutes of the last Committee meetings held on 21st September and 5th October 2009 were issued to Councillors and are attached at **Annex 6** to the permanent copy of these minutes. Mr Mills as Vice Chairman took Members through the minutes.

b. Planning applications received since 11th September 2009 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 7 to the permanent copy of these minutes. The planning application for Giffords Close is to be reconsidered on 15th October following the site visit. Unfortunately no-one was available from KTC to attend and the Clerk therefore will write to the Officer concerned and copy the letter to the District Councillors who will be in attendance. A copy of the letter is held on file.

c. Street naming None.

d. Late items for information None.

11. Recreation and Amenities Matters

a. Draft Minutes of the last Committee meeting held on 28th September 2009 were issued to Councillors and are attached at **Annex 8** to the permanent copy of these minutes.

Mrs Ogden, as R&A Chairman, highlighted some points to members, in particular the need to consider the lighting costs at RFC square.

b. Funding for new proposals for lighting on Rupert Fison Centre Square The R&A suggestion for using some of the Street Lighting Reserve fund to install alternative lighting in the square was considered. The fund had been built up so that as the County scheme for upgrading lights throughout the more established areas of Kesgrave took place KTC could fund additional lights in street where footway lighting is considered to be inadequate when compared with more recent installations. Members were advised that the County scheme has halted. A definitive cost for the proposed scheme for RFC is not yet available but in principle Members agreed the Street Lighting fund should be used for this purpose. Locality budget will also be applied for to fund the RFC scheme.

c. Roads, footways and footpaths The Deputy Clerk advised Council of the following matter:-

The A1214 is being resurfaced between the two roundabouts at the junctions with Ropes Drive. Night time closure between 7.00pm and 6.00am is expected until the 20th October. The traffic light sequence has not been altered to accommodate this closure and this will be raised with SCC. **Later** SCC confirmed that to switch off the lights just at night-time for a short period was considered to be too confusing for users. SCC also agreed to advise the contractors to be more aware of the nuisance to nearby residents following a complaint of the vehicle outside their house with the lights flashing and engine running for half an hour at midnight.

d. Late items for information None.

12. Boundary Review

As reported in the Adjournment, the Inquiry has now been held but the decision from that will not be known for between 2 and 4 weeks.

13. Kesgrave Allotment Association

This item had been dealt with immediately after the adjournment and is minuted there.

14. Quality Status

a. Training Needs Analysis

The Planning Seminar conducted by SCDC had been held on 6th October. A very informative evening had taken place with 6 representatives from Rushmere and 5 from Kesgrave. A copy of the slides used has been made available and will be issued to those in attendance, the members of P&D not able to attend and other Members who request them. The Clerk reminded everyone that the lists which are documented are not exhaustive and should not be relied upon when asked for information by a resident. The KTC stance has always been that specific advice should always be sought from the SCDC Planning

department where trained officers have access to the latest information at all times.

It was also drawn to Members attention that this Seminar was at no cost to the Council whereas any SALC courses will incur charges. It will be important therefore that Members who register an interest in having a particular course held at Kesgrave do attend.

15. Retrospective Debate

a. Speeding in Bell Lane

Members considered the document prepared by Mr Mills which is attached at **Annex 9** to the permanent copy of this document. During the debate it was agreed this will be raised at the Chairman's meeting with District and County Councillors in order that Mr Hudson can be aware of the Council's concerns and can facilitate some action by County Highways. It was also agreed to raise the speeding in Bell Lane at the 12PT meeting when a County Highways representative is present.

Council thanked Mr Mills for his excellent document and then considered what issues could be considered in future meetings.

Mr Walkling volunteered to report on Play equipment upgrading after the SCDC meeting and this will therefore be agenda for December.

Reverend Spittle and Mrs Ogden agreed to investigate the under-use of the MSG Pavilion, and made arrangements to meet with Mrs Francis on Wednesday 21st October to visit the building.

16. Town Council Web site updates

Mr Comber reported he had now registered a domain name for the Council and is in the process of organising the forwarding of emails addressed to individual Councillors. Members agreed the Clerk will supply their individual email addresses to Mr Comber for this purpose.

17. Report from Clerk and Press Officer

Articles for inclusion in November Kesgrave News have been submitted on:–

Page 3 Training being undertaken

Others:

Remembrance Day Civil Ceremony

Speedwatch and the EADT article written with incorrect information.

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

Although a request had not been made to the Chairman or Clerk, Mr Walkling was permitted to ask for clarification about a seat on the R&A Committee. This Committee has one Councillor seat vacant and Mr Walkling, who until now has not held a committee seat, volunteered to fill this. This was **agreed**.

19. Date of next meeting – Monday 9th November 2009 in the Council Chamber

The Members of the Public left.

6. Confidential Note regarding Item 7.a.i. of 8th June meeting and subsequent papers

Some further information had been made available to the Council since the August meeting which needed consideration.

The debate which followed is minuted, as before, as a confidential note and is held on file.

The Chairman closed the meeting at 9.46pm.

Chairman