

Minutes of the meeting of the Kesgrave Town Council held on Monday 12th April 2010 at 7.15pm in the Council Chamber.

Present:	Mr K Beecroft (Chairman)	Mrs J Klaschka – left at 8.38pm
	Mrs S Ogden (Vice-chairman & District Cllr)	Mr G Lynch
	Mrs S Coupe	Mr P Mills
	Mrs S Evans	Mr R Walkling
	Mr R Haskell	

In attendance:

- Mrs V R Read (Clerk to the Town Council)
- Mrs J Francis (Deputy Clerk to the Town Council)
- Mr S Hudson (County Councillor)
- Mr M Grimwood (District Councillor)
- Mrs P Brown, Local History Recorder
- 1 Member of the public

1. Apologies

Mr A Comber	– Family commitments
Mrs N Goodchild	– Illness
Mr C Pryke	– Family commitments
Mrs E Smith	– Family commitments
Rev R Spittle	– Work commitments
Mrs L Bennett, Administrative Assistant	– Family commitments
Mrs D McCallum (District Cllr)	– Work commitments
Mrs M Neale (District Cllr)	– Work commitments

2. Declarations of Interest

Mr Haskell declared a personal interest in item 7.a. Annual Town Meeting, Matters arising, being a Committee Member of the Community Centre, remained in the meeting and took part in consideration and discussion of the matter.

Mr Mills declared a personal interest in item 7.a. Annual Town Meeting, Matters arising, being a Trustee of the Community Centre, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Ogden declared a personal interest in item 7.a. Annual Town Meeting, Matters arising, being a Trustee of the Community Centre, remained in the meeting and took part in consideration and discussion of the matter.

Mr Beecroft declared a personal interest in item 17.a. Retrospective debate, Alternatives to Kesgrave News being the photographer for Kesgrave News, remained in the meeting and took part in consideration and discussion of the matter.

3. Minutes of the last regular meeting held on 8th March 2010

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

4. Matters arising None.

5. 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 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 20 on the agenda.

The following item was taken after Item 20 and is minuted there.

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

7. Annual Town Meeting

a. Matters arising Members had been issued with a copy of the draft minutes which are attached to the permanent copy of these minutes at **Annex 1**. Council agreed the change of date was successful and should be repeated next year. Council was informed, in response to queries raised from the floor at the ATM, letters have been sent to the County Councillors itemising the concerns and requesting further investigations. To date no replies have been received.

Council was informed it is usual practice to book a venue for the next ATM immediately following the last one, therefore a booking has been made with Kesgrave Community Centre. However, on receipt of the booking form it was noted a deposit of £50.00 is required, more than 50% of the hiring fee, for a meeting a year hence. This had been queried but the response was this is a new procedure. Enquiries have therefore been made for other venues which could accommodate this meeting. Council **agreed** the Baptist Church Hall be booked at a third of the cost. The Clerk will write to the Community Centre cancelling the booking, and explaining Councils reasons and disappointment with the change in deposits required.

8. Reports from Chairman and Vice Chairman

The Chairman reported he had:

– attended Cedarwood County Primary, accompanied by Mrs Evans and Mrs Bennett, where the new presentation of “Councillor in the Classroom” was successful and enjoyed by its

pupils;

- hosted the Chairman's meeting attended by District Councillors, and he drew Members attention to the Senior residents forum;
- chaired the ATM.

The Vice Chairman had nothing to report.

An adjournment was declared:

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

Mr Hudson, County Councillor, reported on:

- SCC Locality budget present and future requests;
- the letter received from KTC in response to resident queries at the ATM. He gave a brief response on some current situations, will make further investigations and respond in due course.

The Chairman, on behalf of Mrs [McCallum](#), as a Kesgrave Music Festival co-ordinator, stated she had organised a successful Easter Egg hunt with over 50 participants raising funds for the 2010 Music Festival.

Mr Grimwood, as District Councillor and Help Centre Joint Organiser, informed Council of the forthcoming Senior Forum which will take place on 10th June 2010 at the Community Centre.

Mrs Ogden as District Councillor, informed Council of the following:

- Rendlesham Forest Fest;
- the re-introduction of donkey rides on Felixstowe beach.

Mrs Brown, LHR, circulated newspaper cuttings.

– to allow members of the public to speak

As the member of the public did not wish to speak the meeting was re-convened.

9. Notices and Correspondence

a. Items for Discussion

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

Information had been received from Heath County Primary regarding their involvement

4.D. with the London 2012 Olympics together with notification of their 'Community Day of Sport and Music' to be held on 22nd May 2010 at 2.30pm at the School.

The Suffolk Acre Membership renewal of £25 is now due and Council considered

5.D. whether KTC should continue to be registered as a Member Council. As Suffolk Acre predominately gives advice to villages it was decided this is no longer relevant for

Kesgrave.

A copy of the lists of Notices and Correspondence, including those for information only were issued to each Councillor and are attached at **Annex 2** to the permanent copy of these minutes.

b. Councillor Representative Reports

Mrs Klaschka reported the Town Plan is now complete and a meeting has been arranged for the 28th May 2010 at Kesgrave Community Centre to bring it to the residents of Kesgrave. The booking fee is to be paid by KTC. The Town Plan will be published on the web site following the above meeting with hard copies available on request. Producing this document has totalled less than £2,000.

c. Police matters report

Members had been issued with a report from Pc Kay Hammond and this is held on file.

10. Financial Matters

a. 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, settlement of the accounts was approved.

Mrs Evans queried the Direct Debit made to EON for the supply of electricity to the MSG, concerned that it is still high. Council agreed, with a view to reducing costs further, the Clerk will contact EON asking if they could investigate the MSG electricity system.

b. Transfer between accounts Council were advised that in accordance with normal year end procedure additional cheques had been authorised and a transfer made of £5,335.00 from the Instant Access Saver to Ordinary Account on 31st March 2010. Council then went on to agree a further £21,100.00 now be transferred also from the Instant Access Saver to Ordinary Account.

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

Product/service	Amount	Reserve fund
RFC Noticeboard	4,295.21	From RFC
RFC Cycle stands	506.95	From RFC
RFC Installation costs	1,728.00	From RFC

d. Late items for information BDO, the External Auditors, have given notice of an Audit date of the 25th June 2010.

11. Planning and Development Matters

a. Planning applications received since 5th March 2010 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 4 to the permanent copy of these minutes. The P&D Committee then **approved** this list and the comments en bloc.

b. Street naming None.

c. Late items for information A further revision had been received from SCDC for the application for Area FF. For dwellings adjacent to the eastern edge of the wood, this removes the suggested parking courts and returns the parking to the front of the properties. It also provides access to the 5 dwellings facing Wilkinson Drive from the estate road instead of a splay adjacent to the school entrance. Council continue to have concerns about the long term management of the woodland and the Clerk will write thanking the officer for the changes achieved and reiterating KTC's concerns. It was also agreed the Clerk will write to the developer drawing their attention to the need for maintenance in the wood, which is in their ownership.

12. Recreation and Amenities Matters

a. Draft Minutes of the last Committee meeting held on 29th March 2010 were issued to Councillors and are attached at **Annex 5** to the permanent copy of these minutes.

Mr Grimwood left.

b. Roads, footways and footpaths The Chairman of R&A advised Council of the following:-

A request had been received from the Clerk to Foxhall, Brightwell and Purdis Farm Parish Council for KTC to part fund a grit bin on Foxhall Road at the Nuffield hospital entrance. The Clerk had responded explaining KTC insurers have advised against providing bins because of the possible implications of liability if gritting is not done and the requests which could then be received for other locations. The neighbouring Clerk has responded that Suffolk Acre have stated there will be no liability but a leaflet drop and a notice in the Parish magazine should be undertaken. KTC agreed in light of the advice they had previously received from their Insurers, and the extremely high vehicle movements on this road, support could not be given for this request.

c. Late items for information The Deputy Clerk reported on the very successful clearance work that had taken place on Pergola Piece on Saturday 10th April 2010 by members of the re-formed Conservation Group, who have adopted the name of Kesgrave Conservation Group, and which will be referred to as KCG. A further work session is planned in May.

Mrs Evans made a request asking for the Kesgrave Library to be contacted to make arrangements for a meeting of the Library Working Party; this will be arranged.

13. Councillor Vacancy

Now that the general election date has been called an election date of 3rd June 2010 has been

decided by SCDC for the Kesgrave vacancy. A notice will be put onto the Kesgrave website and updated with further information as it becomes available.

14. Grange Lane

Members were advised information had been received from SCC Grange Lane Site Supervisor stating works to the soakaways are near completion and the installation of kerbs and footway will shortly follow. An A1 plan detailing the works will be available at the KTC office later in the week.

15. Kesgrave Allotment Association

KALGA have now responded with answers to queries needed in order for the Clerk to raise the issue of allotment space under the Local Development Framework with SCDC.

16. Resolution regarding Mrs Klaschka's extended leave of absence from meetings

Members expressed their pleasure in Mrs Klaschka's presence at the meeting and although a resolution was not required they confirmed they would have approved her continued absence which because of illness, prevents her from attending meetings.

17. Retrospective debate

a. Alternatives to Kesgrave News

Mrs Brown left during the following item.

Members had been issued with the report by Mr Haskell and Mrs Ogden which is attached at **Annex 6** to these minutes.

Mr Haskell gave a brief presentation but it was apparent further information was required in order for a proper debate and decision to take place. In accordance with the brief agreed in the September 2009 meeting Mr Haskell and Mrs Ogden will make enquiries with Kesgrave News to address the bullet points highlighted in the report and, as requested, tabulate costs received from other sources to produce and circulate an alternative A4 newsletter.

Brief comments were made on the inadvisability of providing the information on a single sheet which is likely to be ignored by recipients, and the expectation that the Council should support a magazine which carries information for local organisations such as playgroups, churches and other general interest groups. However the opinion was expressed that investigating the situation will demonstrate good practice.

Mrs Klaschka and Mr Mills left.

18. Quality Status

a. Training needs A planning seminar organised by, and held at, SCDC on 15th April 2010 will be attended by the Chairman, Mr Haskell and the Clerk.

Mr Mills returned.

19. Report from Clerk and Press Officer

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

Page 3 New noticeboards at RFC

Others Kesgrave Election, FF and Grange Lane

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

None received.

21. Date of Annual meeting – Monday 10th May 2010 in the Council Chamber

The Chairman closed the meeting at 9.03pm

Chairman

The Members of the public then left and Council were able to consider the following:

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 March 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 9.03pm