

Minutes of the meeting of the Kesgrave Town Council held on Monday 13th December 2010 at 7.15pm in the Council Chamber.

**Present:** Mr K Beecroft (Chairman) Mr G Lynch

Mr A Comber

Mr P Miller

Mrs S Coupe

Mr P Mills

Mrs S Evans

Mrs S Ogden (Vice Chairman and District Cllr)

Mrs N Goodchild

Rev R Spittle

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)

2 Members of the public

## 1. Apologies

Mrs J Klaschka

– illness

Mr C Pryke

– family commitments

Mrs E Smith

– work commitments

Mr R Walkling

– illness

Mrs L Bennett (Administrative Assistant to the Town Council) – family commitments

Mrs D [McCallum](#) (District Councillor)

– work commitments

Mrs M Neale (District Councillor)

– family commitments

## 2. Declarations of Interest

Mr Beecroft declared a personal interest in 7.a.ii Financial Matters, Draft Budget being photographer of Kesgrave News and as Chairman with regard to the Chairman's Allowance, and remained in the meeting while consideration and discussion of the matter took place.

Mr Beecroft declared a personal interest in 7.b. Financial Matters, Receipts and Payments as the recipient of travelling expenses, and remained in the meeting while consideration and discussion of the matter took place.

Mr Beecroft declared a personal interest in 12. Youth Club Provision, being the Chair of the current Support Group and remained in the meeting while consideration and discussion of the matter took place.

Mr Comber declared a personal interest in 7.a.ii Financial Matters, Draft Budget being Chairman of the Kesgrave News Committee, and remained in the meeting while consideration and discussion of the matter took place.

Mrs Evans declared a personal interest in 8.c Planning and Development Matters, Adastral

Park being an employee of BT and remained in the meeting while consideration and discussion of the matter took place.

Mrs Ogden declared a personal interest in 8.c Planning and Development Matters, Adastral Park being married to an employee of BT and remained in the meeting while consideration and discussion of the matter took place.

Rev Spittle declared a prejudicial interest in 7.a.ii Financial Matters, Draft Budget as the incumbent of All Saints, but as no discussion was held on that part of the budget which related to the Lawn Cemetery remained in the meeting while consideration and discussion of the matter took place.

Rev Spittle declared a prejudicial interest in 9.a.ii Recreation and Amenities Matters, Cemetery Land Provision as the incumbent of All Saints, and left the meeting when consideration and discussion of the matter took place.

Rev Spittle declared a personal interest in 12. Youth Club Provision, being a Youth Work employer and remained in the meeting while consideration and discussion of the matter took place.

### **3. Minutes of the last regular meeting held on 8th November 2010**

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

### **4. Matters arising**

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

### **5. Reports from Chairman and Vice Chairman**

The Chairman reported he had attended:

- the SCDC Parish Liaison meeting with Mrs Evans on the 10th November;
- a presentation by SCC, at Endeavour House, on 'Understanding Divestment' also attended by Mrs Ogden, Mr Haskell and Mr Miller;
- the Children's Evening which had been successful and formally thanked the Scouts for their support and assistance with setting up the evening's entertainment;
- his Chairman's Reception and thanked Council for their support.

The Vice Chairman reported she had also attended:

- the SCC presentation at Endeavour House, the Children's Evening and the Chairman's Reception;

– and as a result of land being put forward for potential allotments in Rushmere, attended a working party between KALGA, KTC and Rushmere St Andrew PC ([RStA](#)) to identify the needs and costings of what may be required to progress this facility. KALGA and [RStA](#) will hold a further meeting at the KTC Office in January.

**An adjournment was declared:**

**– to receive reports from the County and District Councillors**

Mr Hudson, County Councillor, reported:

- although there are conflicting media reports SCC are anticipating a 30% reduction in Budgetary costs will have to be made over the next four years;
- at length on the New Strategic Direction (NSD) and how SCC are working together with the private and voluntary sectors to try to provide the same level of services. He also attempted to answer questions from Council regarding future policies, which proved difficult because of the present uncertainties.

Mrs Evans stated there had been a suggestion of an 'umbrella organisation' able to give advice to Town and Parish Councils on various aspects such as Health & Safety and Employment Law. She asked Mr Hudson if he could find out further details and inform Council of his investigations, which he agreed to do.

Mr Grimwood, as District Councillor reported on:

- the challenge Suffolk Coastal will have to find volunteers for 'The Big Society';
- the controversial planning application for Orchard Grove;
- the SCDC recommendation after consultation to retain a 'Leader of the Council' rather than the post being that of Mayor.

Mrs Ogden, as District Councillor reported:

- the Local Development Framework (LDF) reviewed Core Strategy & Development Policies consultation document is now available to view;
- on the Local Strategic Annual Forum where she attended a workshop on Community Planning;
- SCDC Budget is available on line and lists their priorities for 2011/2012;
- details of revenue and capital grants for 2012 can be found on the SCC web site;
- SCC is organising a 'Cheer Leaders Day' at Kesgrave Community Centre for 9 – 25 year olds further details can be found on the SCC web site;
- on local advertising regarding severe weather warnings and advice.

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

Sergeant Peter Street, Kesgrave Safer Neighbourhood Team, reported:

- November crime figures, for Kesgrave, had remained at the same level as the previous month;
- the 'Insecurity Campaign' carried out in Kesgrave during the summer will be carried out in Rushmere St Andrew due to the rise in thefts from motor vehicles;
- staffing levels will be at full capacity in January with a replacement PCSO and additional civilian volunteer in post.

Members asked questions regarding local parking problems which Sergeant Street answered to their satisfaction.

**Sergeant Street and Mr Grimwood left.**

**The following item was brought forward.**

## **10. Kesgrave Allotment Association**

A letter had been printed in December Kesgrave News from KALGA which took the KTC article in November to task. The Clerk reminded Members of the following:

- The KTC article deals with Hope value land, not Agricultural. Until the Local Development framework is determined all land immediately outside the physical limits of Kesgrave will be considered to have Hope value.
- Even if land were available for lease or rent (which the Council has already established is not the case at present) the plot charges could only be expected to cover the lease/rental cost. There is still the issue of set up costs; infrastructure will need to include water, car parking, fencing, and depending on the location provision of a toilet. This had been acknowledged in the recent meeting between Rushmere St Andrew Parish Council, KALGA and KTC.
- The final paragraph had been deliberately misleading and offensive. As Publicity Officer the Clerk prepares the majority of the Council Kesgrave News articles, and checks any she hasn't written. The substance of the article on this occasion had been spoken of at many recent Council meetings at which KALGA Members had been present. The November Council meeting confirmed that the subject of the article had been approved by the Members in October and the final wording approved by the Chairman.

Council agreed they would not be provoked into a tit for tat correspondence. As Kesgrave News is published once a month many readers won't have previous articles to hand and will not follow the argument, it can be demeaning to be drawn into this type of discourse. They also noted no-one has contacted the Council about this issue.

## **6. Notices and Correspondence**

### **a. Items for discussion**

**1.D.** Community Magazines: No issues were raised by Members.

**2.D.** A grant application from Victim Support had been dealt with by F&R.

**3.D.** A grant application from Suffolk Accident Rescue Service had been dealt with by F&R.

**7.D.** Notification had been received from Communities and Local Government with regard to the Abolition of the Standards Board regime. This will revoke the Model Code of Conduct and the need for Members to declare prejudicial interests and it is anticipated will come into effect in late 2011. Members expressed their disappointment in this detrimental move which will remove the standard guidelines across the country causing uncertainty for both elected and electors.

**8.D.** Notification had been received from Communities and Local Government with regard to a freeze on Council tax, confirming this will not effect Town and Parish Councils in the 2011/2012 year. It is intended to introduce a veto on excessive Council tax rises in the longer term with referendums from 2012/2013 onwards.

**9.D.** Notification had been received from SCC of the proposal to end the funding of SCC School crossing patrol service, however it was noted there are no patrols currently in Kesgrave.

**10.D.** Notification had been received from SCC on the future of Country Parks and Recreation sites in Suffolk which included Sinks Pit in Kesgrave. Interested parties who may wish to consider taking on these sites have been asked to put their name forward. As the request is only to Town and Parish Councils the Clerks will investigate the present owners of Sinks Pit to inform them of this proposal.

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

**b. Councillor Representative Reports** Reports had been issued to Members and are held on file on the following:

- the meeting held at Endeavour House on the New Strategic Direction attended by Mr Beecroft, Mr Haskell, Mr Miller and Mrs Ogden;
- the SCDC Parish Liaison meeting attended by Mr Beecroft and Mrs Evans;
- the SALC AGM attend by Mr Lynch.

**c. Police Reports** Members had been issued with the following reports which are held on file:–

1. 12PT monthly report
2. Kesgrave Crime report

## **7. Financial Matters**

**a. Minutes of the last meeting held 29th November** a copy of which is attached at **Annex 2** to the permanent copy of these minutes.

**i. Review Internal Control/Risk register (F&R item 5c)** It was noted and agreed an additional Risk be added at 13. The complete approved Register is attached at **Annex 1 to the F&R minutes**.

**ii. Draft Budget and Precept 2011/2012 (F&R item 7)** Council considered the Draft Budget which is attached at **Annex 3 to the F&R minutes** to these minutes. Many of Councillors questions were answered to their satisfaction and the Clerk will supply further information for the final debate in January in order for the Precept to be approved.

**iii. Barclays Treasury Bond (F&R item 9)** Council **approved the F&R recommendation** that monies from the Barclays Treasury Bond due to expire on 7th January 2011 be returned to the High Interest Account in the short term

**iv. Standing Orders (F&R item 16)** Council **approved the F&R recommendation** SO 1.d. be amended as stated in the F&R minutes. A copy of page 2 as amended will be issued to Members and is attached at **Annex 3** to the permanent copy of these minutes.

**b. Receipts and Payments** Copies of the statements of Receipts & Payments were issued to each Councillor and are attached at **Annex 4** to the permanent copy of these minutes. Council **agreed** the Receipts & Payments be accepted with no further discussion and settlement of the accounts was approved.

**c. Transfer between accounts** Council **agreed** a transfer of £13,400 be made from the Instant Access Account to the Ordinary Account.

### **d. Transfer of Reserve Funds**

<b>Product/service</b>	<b>Amount</b>	<b>Reserve fund</b>
NCS Ltd Recycling Credits	148.44	To RFC
Prettys legal costs	911.00	From Legal Costs
SNT Security equipment	533.00	From 12PT
Photocopier Reserve Fund	5,000.00	From Long Strops

**e. 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 7.g. Financial Matters, Office Equipment since publicity would prejudice commercially sensitive information, and that these matters be deferred to follow item 13 on the agenda.

The following item was taken after item 13 and is minuted there.

### **f. Office equipment**

**g. Late items for information** None.

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

**a. Planning applications received since 5th November 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 5** to the permanent copy of these minutes.

**b. Street naming** None.

**A member of the Public left.**

**c. Adastral Park Redevelopment** Council was advised of a letter from Phil Dance of BT giving an update on the plans for Adastral Park.

**d. SCDC Planning Service Scrutiny** SCDC has now completed its scrutiny of the Council's planning service and submitted a report to Cabinet. A review will be held in about 8 months and comments on improvements or the reverse to the service are invited before May 2011.

**e. Late items for information** Mr Mills, as Committee Chairman, and the Clerk referred Members to the revised Local Development Framework document. P&D Members had been issued with the list of the changes to the Draft Core Strategy and offered copies of any items of interest. The document can also be viewed on the SCDC website.

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

Mr Comber brought Council's attention to the following items from the minutes which are attached at **Annex 6** to these permanent copy of these minutes:

### **a. Minutes of the last meeting held 22nd November**

**i. MSG Energy Savings (R&A item 8.d.i.)** The Committee had discussed the feasibility of providing new systems in conjunction with the future use of the Pavilion. It had been agreed in order to receive energy savings the proposals suggested in the R&A minutes should be implemented. Council **agreed in principal with the recommendation** and Mr Miller will progress the investigations.

Members asked for the opportunity to debate the future of the building in Full Council and this will be held when R&A have further discussed the issue and bring a recommendation on firm costings.

**ii. Cemetery Land Provision (R&A item 14)** The Committee had considered the proposal for a new Cemetery for which land is being offered to the Church by a local landowner. They had agreed this is a much needed asset and the offer would be greatly appreciated by and to the benefit of Kesgrave residents. After Councillors questions were answered to their satisfaction –

**Reverend Spittle left the room.**

Council then agreed the R&A recommendation **to support the provision of a new Cemetery and offer financial support of £15,000 with an additional £5,000 to be made at the end of the financial year if possible.**

The Clerk explained she had been made aware that a request may be made for a letter of support from KTC to accompany the planning application. Members agreed this should be supplied.

**The Council resolved that the public and the press be excluded for consideration of Item 9.a.iii. Recreation and Amenities Matters, Additional Youth Provision since publicity would prejudice commercially sensitive information, and that these matters be deferred to follow item 13 on the agenda.**

**The following item was taken after item 13 and is minuted there.**

**iii. Additional Youth Provision (R&A item 17.i.)**

**Mrs Coupe left.**

**b. Roads, footways and footpaths**

1. Notification had been received of the temporary road closure, U3210 Ropes Drive West, Kesgrave between the A1214 and Wilkinson Drive for re-surfacing.
- 2 A copy of the Prohibition and Restriction of waiting order 201 for Bull Drive and Wilkinson Drive had been received.

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

**10. Kesgrave Allotment Association**

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

**11. The Big Society**

Members had again been issued with papers which presented correspondence printed in the EADT following SCC proposals for the New Strategic Direction. Members have attended various meetings but no specific details have been forthcoming. However it is still intended to focus debate at the January meeting on the KTC stance on divestment of services. It is clear SCC will not be making decisions until at least February 2011 but some KTC principles must be established.

**12. Youth Club Provision**

The imminent closure of the Youth Club by SCC has been announced. The Church has expressed a willingness to explore alternative means of running a Club, and the next Youth Forum meeting will explore ways in which partnership working between the neighbouring



parishes can achieve this. The meeting will be held on 18th January at the Council Office starting at 5.30pm and a number of additional representatives have already accepted invitations to attend. Councillors were invited to attend also.

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

1. Members were advised of the Office opening hours during the Christmas period. Staff will attend occasionally during the holiday period to deal with urgent post and telephone messages. Funeral Directors have been informed and advised of telephone numbers if funerals need to be arranged.

2. Articles for inclusion in January Kesgrave News had been submitted on:–

Page 3 A round-up of Big Society, forthcoming elections, ATM and Awards, RFC lighting improvements, MSG pavilion availability, handy hints for severe weather.

Others Wreath removal from the Cemetery

Long Strops Pond

Councillor list

**The remaining members of the public left and Council were able to consider the following:-**

### **7. Financial Matters**

**f. Office equipment** The Clerk reported having spoken to the Clerk to Pinewood Parish Council who have had similar difficulties as Kesgrave. Pinewood would be deciding the same evening whether to pursue NCS through the legal system but as their debt is not so substantial as KTC's may decide not to take the matter further. They have however agreed to write a letter of support for Kesgrave. Council expressed their appreciation of this offer and the two Clerks will progress this.

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

#### **a. Minutes of the last meeting held 22nd November**

**iii. Additional Youth Provision (R&A item 17.i.)** Mr Comber precied the information contained in the R&A minutes and a picture of the chosen equipment was circulated. The equipment had been chosen because of its use of stainless steel joints and the reduced “fall” created by the gauge of netting. Councillors asked about the cost of maintenance and this will be investigated as this project progresses. A call to Ipswich Borough Council will also be made to establish if there were any difficulties experienced with the chosen firm. Council **agreed** in principle to this equipment being installed on Oak Meadow with the kick wall removed. It was noted this could be erected to celebrate the forthcoming Olympics and the Queens Jubilee.

**Date of next meeting – Monday 10th January 2011 in the Council Chamber**

The Chairman closed the meeting at 9.52pm.

Chairman