

Minutes of the meeting of the Kesgrave Town Council held on Monday 9th July 2007 at 7.15pm in the Council Chamber.

Present:

Mr J Briggs (Chairman)
Mrs N Goodchild
Mrs S Evans (Vice-chairman)
Mr P Mills
Mr K Beecroft
Mr L Payne
Mr A Comber
Mrs E Smith
Mrs S Coupe
Rev R Spittle
Mrs J Klaschka

In attendance:

Mrs V R Read (Clerk to the Town Council)
Mrs J Francis (Deputy Clerk to the Town Council)
Mrs S Osborne, Suffolk Acre – arrived 7.22pm
Mrs D [McCullum](#) (District Councillor)
Mr M Grimwood (District Councillor) – arrived 7.22pm
Mrs P Brown (LHR & PTLO)
2 Members of the public

1. Apologies

Mr R Bridgeman – Work commitments
Mr N Bugg – Illness
Mr C Dowsett – Illness
Mrs S Ogden (Town & District Cllr) – Alternative meeting
Dr Stewart Young (Town Plan Steering Group) – Family Commitments

Later:

Mrs M Neale (District Councillor) – Alternative meeting
Mr G Runnacles (Town Plan Steering Group) – Alternative meeting

2. Declarations of Interest

Mr Payne declared a personal interest in item 7.a., Financial Matters, Receipts and Payments, being a recipient, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Smith declared a prejudicial interest in item 8.b. iv, Planning and Development Matters, Application 07/0681, being the applicant and left the room while the matter was under consideration.

3. Minutes of the last regular meeting held on 11th June 2007

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.

Mrs Osborne and Mr Grimwood arrived.

5. Chairman's Report

The Chairman reported: -

- he and the Clerk had attended a meeting at the KWMCC with Alan Smith, KWMCC General Manager and Norman Howard, KWMCC Chairman to discuss several issues and while there were invited to view the new sports hall;
 - he had received invitations to attend the receptions held by the Ipswich Mayor and SCDC Chairman;
 - an invitation from the Orwell Veterinary Group had been received asking for a judge at their Dog show. Being on holiday he was unable to attend this event however Mr Payne attended in his stead.
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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 Grimwood, District Councillor, reported he had attended a SCDC DCSub Committee meeting where the application for the Church Centre had been granted outline planning permission with a 7 to 2 majority. However he had voted against the application as he believed there was insufficient parking and there would be an adverse impact on residents of Gressland Court.

Mrs [McCullum](#), District Councillor, stated she had also attended the SCDC DCSub Committee meeting and while not against the church in principle had voted against the application for the same reasons as Mr Grimwood.

Mrs Brown, as LHR and PTLO had nothing to report.

Presentation by Sunila Osborne, Suffolk Acre, on the Town Plan Revision

Mrs Osborne gave a brief outline of the role of Suffolk Acre in general and in Parish plans in particular. Members had been issued with a copy of a Suffolk Acre leaflet, a copy of which is attached at Annex 1 to the permanent copy of these minutes. She explained the procedure for a revision of a plan, which is what Kesgrave intend, is slightly different from an inaugural plan. However the procedure would be to hold a public meeting to explain the need for a plan to interested residents and to recruit at that meeting a Steering Group Committee. A

committee of approximately 8 members would be required and only two can be Town Councillors as the plan must be Community led.

The Steering Group with help from Suffolk Acre would then undertake consultation exercises on the issues for consideration. Working party sub-groups could be formed to progress some aspects and Council was informed that the best method of obtaining information from questionnaires is for them to be delivered and collected personally. Although in the past it has taken up to three years to produce a plan this has usually been because of the time taken to input data from questionnaires. A local business has now been contracted to do this work at approximately £1.50 per sheet. Funding is available and it would be expected that the Town Council would handle any financial transactions.

Members expressed their concerns over the lack of willingness of residents to volunteer for the Steering Group and/or delivering and collecting questionnaires. They also considered expectations of residents would be raised and would provoke criticism where the solution to a difficulty cannot be met by KTC alone and the partner authority or organisation is either not willing or not able to provide what the plan identifies as a need.

This item will be agenda for further discussion at the August meeting.

Mrs Osborne left.

– to allow members of the public to speak

As no member of the public wished to speak the meeting was reconvened.

6. Notices and Correspondence

a. The Local Councillor No comments were made.

b. Other Items for Discussion

8.D. - A copy of the Suffolk Coastal District Council's response to Ipswich Borough Council's bid for Unitary Status has been received and is available to Members on request.

12.D. - Kevin Folan, Chair of Governors for Gorseland CP School, had written stating there is a vacancy on the Gorseland Governing Body and asking if KTC could find someone to fill this post. No Members volunteered but they were asked to consider this request.

Mr Beecroft informed Council two Governors at Cedarwood CP School had recently resigned and therefore a similar request will be submitted for publication in Kesgrave News.

13.D. - KTC has been invited by SCC to support their efforts to improve community safety and reduce anti social behaviour problems for people in Suffolk. In response to a request contact details of local community magazines will be forwarded, in order that a series of short articles can be published, and feedback provided about the issues which would be of interest to local people.

14.D. - Notification had been received from SCC outlining the proposals in a paper which is to be debated on the 12th July regarding the future structure of their Council.

17.D. - A letter had been received from June Alexander, newly appointed as Public Educator with the Suffolk Drug and Alcohol Action Team, explaining she was available to attend any meeting or group, whatever size, to give structured or informal presentations to raise drug and alcohol awareness.

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 2 to the permanent copy of these minutes.

Members were also issued with a copy of a report from the Police, a copy of which is on file. They were advised of some additional statistics and of the information given to the Clerk recently following her discussion with the SNT Sergeant on issues raised at the June meeting. Sickness as well as changes in shift patterns and responsibilities has resulted in less Police presence and Council agreed the Clerk will write to the Area Commander detailing Councils concerns on this issue. Any resident who contacts KTC regarding a crime is encouraged to report this to the Police, and to ask for a crime number.

A copy of the minutes of the recent 3PT meeting were also issued to members, a copy of which is attached at Annex 3 to the permanent copy of these minutes. There was some discussion on the item regarding Hard to reach groups at item 15, and Members expressed their desire for there to be no racial discrimination within our Community and for a positive result from the 3PT/BT initiative.

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 4 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 of Reserve Funds and between accounts Council agreed that funds be transferred as detailed.

Product/service - Amount - Reserve fund

RFC Inspection - £ 27.90 - From RFC

RFC Grass cut - £37.20 From RFC

NCS Ltd (Recycling credits) - £ 1,090.71 - To Recycling

Transfer between accounts

£7,000 transfer from Tracker to Ordinary Account.

c. Audit forms for signature Members had been issued with copies of pages 2 and 3 of the Audit forms, recommendations for completion, the required additional statement of variances and these are all attached at Annex 5 to the permanent copy of these minutes. The Clerk explained page 2 of the form requires Mr Briggs signature as Chairman of the meeting, which adopted the accounts. Council agreed the recommendations and wording of the statement and authorised Mr Briggs and Mrs Read to sign pages 2 and 3.

d. Creation of Reserve fund for Cedarwood Green, POS K commuted sum Council agreed a Reserve Fund be set up for Cedarwood Walk, known as POS K, to receive the commuted sum from the previous landowner as part of the transfer agreement.

e. Appointment of Chairman The Chairman suggested and Council agreed in principle that now both P&D and R&A have Vice Chairman the F&R membership could be revised to include these two Councillors. F&R would then comprise 6 members which should reduce the risk of being unquorate when issues connected with KWMCC are considered. Council also considered that F&R Terms of Reference should address the choice of Chairman of F&R and that this should stipulate the Chairman of Full Council cannot be Chairman of F&R to avoid the risk of having to have a casting vote twice. With a membership of six should a split vote for Chairman be made then Full Council could appoint the Chairman. The next F&R meeting is to be held on 23rd July and these issues will be considered by the six members and ratification of their recommendations will be sought at the August KTC meeting.

f. Late items for information None.

8. Planning and Development Matters

a. Draft Minutes of the last Committee meeting held on 27th June 2007 were issued to Councillors and are attached at Annex 6 to the permanent copy of these minutes.

i. Revised meetings schedule (P&D item eight) Members attention was drawn to the decision by the Committee to continue the current method of considering planning applications.

Mrs Smith left the room for the following item.

b. Planning applications received since 8th June 2007 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. 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.

There were no requests from Members for additional explanations regarding the plans displayed.

c. Street naming In response to a request from SCDC, Mr Bugg and Mrs Coupe, as the street naming working party, had put forward the suggestion of Chandler Court, Broadhurst Terrace and Prof Newman Drive for the development off Hartree Way. Council agreed with all suggestions proposed with the exception of Prof Newman Drive stating the title 'Prof' should be removed therefore bringing it in line with the regular format of naming.

d. Late items for information None.

9. Recreation and Amenities Matters

a. Draft Minutes of the last Committee meeting held on 25th June 2007 were issued to Councillors and are attached at Annex 8 to the permanent copy of these minutes.

b. Roads, footways and footpaths The Deputy Clerk advised Council of the following matters.

A request had been received from Little Bealings PC asking for KTC support for their suggestion that the speed limit on the A1214 should be increased from 30 mph to 40 mph to relieve the speed and volume of traffic within their own Parish. In response to the same request it is understood Martlesham PC do not want to see a change in the speed limit however, they would like the opportunity to discuss other ways to manage the traffic. Members were reminded that Little Bealings PC had opposed the Kesgrave bypass. Following its demise there had been alterations to the A1214 and the speed limit had been reduced in line with other built up areas in the County. Members did not consider they could support this request for raising the speed limit as in their opinion it was volume of traffic and congestion which led drivers to use other routes. It was suggested a representative from SCC Highways be invited to attend a KTC meeting to discuss the problems being experienced and the Clerk will also write to Little Bealings Clerk advising them of Council's thoughts on the issue.

c. Late items for information Mrs Evans suggested, and it was agreed, the continuing problem of flooding within Kesgrave could also be an item for discussion and a SCC presence at an alternative meeting.

10. Project Officer report on Cedarwood Green

Members were issued with the report which is attached to the permanent copy of these minutes at Annex 9 and this covered the following:

- a. Progress report
- b. Opening event
- c. Detached Youth Workers
- d. Management Plan and Risk Assessment

Members discussed the possibility of an Opening event but agreed this needed to be held after the schools and youth groups have recommenced in September in order that as many young people as possible can be involved. It was explained KWMCC are intending to have an opening event for the Sports Hall in September and this date needs to be avoided. The Clerk and Project Officer will liaise over organising an CWG event while keeping in touch with KWMCC so that if the chosen date of 22nd clashes the Cedarwood Green event will not go ahead. It was not thought acceptable to delay the official opening until October.

Members also considered 4 draft designs for the main sign to be erected at Cedarwood Green. Young people had been asked to submit their own suggestions but these have not been forthcoming. A local artist is therefore progressing some ideas. Members indicated which design they wished to be developed further.

The Clerk also advised Members that an email had been received regarding SCDC Summer

Leisure Programme. The leaflet issued by SCDC had stated the mobile skate park is to visit Cedarwood and the resident expressed concern over KTC's lack of communication over the intention to use the POS. The resident has been advised the Skatepark is in fact visiting Cedarwood School, not the POS.

Mr Grimwood left.

11. Youth Issues

a. Youth Club Mr Beecroft reported he and Mrs Evans had attended a Youth Club meeting two weeks ago when he and Miss Hall had taken part in a football tournament that had been arranged.

b. Mr Green 'Mr Green' and the 'Get a Life' campaign, by way of a DVD, is being launched in the Suffolk Coastal Area to encourage people to challenge perceptions of Anti Social Behaviour and promote positive action. Sergeant Richardson is considering a priority target audience of youth aged 12 – 16 and has asked the Town Council with their links and knowledge to assist in getting the message across. Council believed the best opportunity to target this particular group was through the schools.

c. Other items for information None.

12. Annual Reception

Discussions at the June meeting proposed a change of venue for the Annual Reception, to be held on the 14th December 2007. Enquiries had been made on the availability of rooms at the Community Centre and Scout Hall, however neither were free. A further suggestion was then made regarding the use of the Conference Suite at the Community Centre, and Mrs Klaschka volunteered to make enquiries as to its availability.

Later: It was established the Conference Suite was available for the evening of the 14th December at a cost of £82.50. Rev Spittle also notified the Clerks that the Church could be available that evening for a donation.

13. Senior Citizens Outing

The Council resolved that in accordance with its powers under Sections 137 and 139 of the Local Government Act 1972, it should incur expenditure with respect to the Senior Citizens Outing which, in the opinion of the Council is in the interest of the area or its inhabitants and is cost effective.

14. Report from Clerk and Press Officer

The Clerks attended an Insurance Seminar the previous week.

The Clerk will attend a meeting of Town Clerks with Stephen Baker, Chief Executive, SCDC

this week.

Articles for inclusion in August Kesgrave News will be submitted on:–

Town Plan Revision

Few Cremation plots remain

Refuse not to be left for collection too early

Landscaping overhanging footpaths

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

None.

16. Date of next meeting – Monday 13th August 2007 in the Council Chamber

The Chairman closed the meeting at 9.23pm

Chairman