

Kesgrave Town Council

Minutes of the meeting of the Kesgrave Town Council held on Monday 16th April 2012 at 7.15pm in the Council Chamber.

Present:

Mr M Amoss	Mr P Miller
Mr M Azmoodeh	Mr P Mills
Mr N Beecroft	Mr J Ogden
Mr A Comber	Mrs S Ogden (Chairman & District Councillor)
Mr D Fairbrother	Mr C Rayworth
Mrs J Klaschka	Rev R Spittle (Vice Chairman)
Mr G Lynch (District Councillor)	

In attendance: Mrs V R Read (Clerk to the Town Council)
Mrs J Francis (Deputy Clerk to the Town Council)
Mrs L Bennett (Administrative Assistant)
Mr C Hudson (County Councillor)
Mr M Grimwood (District Councillor)
Mr D Hall, Secretary to Kesgrave Kestrels
Mr C Chittock, Chairman to Kesgrave Kestrels
Mr C Walsh, Suffolk FA
2 Members of the public

1. Apologies

Mrs N Goodchild – family commitments
Mr S Hudson (County Councillor) – work commitments
Mrs D McCallum (District Councillor) – family commitments
Mrs M Neale (District Councillor) – family commitments
Sgt G Campbell-Barr – work commitments

2. Declarations of Interest

Mr Comber declared a personal interest in item 8.a Financial Matters, Receipts and Payments, being a Director of Rupert Fison Centre and a member of the Scout Group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Comber declared a personal interest in item 9.a.vi. Planning Matters, Granted decisions, C12/0362, Scout Headquarters, being a member of the Scout Group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Ogden declared a personal interest in item 9.a.vi. Planning Matters, Granted decisions, C12/0362, Scout Headquarters, being a hirer of hall, and remained in the meeting while consideration and discussion of the matter took place.

Mr Rayworth declared a prejudicial interest in item 9.a.vi. Planning Matters, Granted decisions, C12/0362, Scout Headquarters, being the agent for the applicant, but remained in the meeting there being no discussion on the matter.

Mr Comber declared a personal interest in item 10.b. Kesgrave Market, being a Director of Rupert Fison Centre and a member of the Scout Group, and remained in the meeting while consideration and discussion of the matter took place.

Mrs Klaschka declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Lynch declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Miller declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Mills declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Ogden declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Mrs Ogden declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Reverend Spittle declared a personal interest in item 10.c. 2012 Celebrations, being a member of the working group, and remained in the meeting while consideration and discussion of the matter took place.

Mr Mills declared a personal interest in item 10.d. MSG Ground Maintenance, being a member of the Kesgrave Cricket Club, and remained in the meeting while consideration and discussion of the matter took place.

Reverend Spittle declared a personal interest in item 10.d. Ground Maintenance, being a youth work employer in Kesgrave and remained in the meeting while consideration and discussion of the matter took place.

Reverend Spittle declared a personal interest in item 12.a Divestment, Youth Club Provision, being a youth work employer in Kesgrave and remained in the meeting while consideration and discussion of the matter took place.

3. Minutes of the last regular meeting held on 12th March 2012

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

4. Matters arising

a. Graffiti removal The Administrative Assistant updated Members on the successful removal by the Ipswich Borough Graffiti Team of graffiti from various locations throughout the town. It had been a very cost effective initiative and should the need arise, the services of the team will be used in the future.

5. 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**.

6. Reports from Chairman and Vice Chairman:

The Chairman reported

- she had Chaired the Annual Town Meeting
- work was now underway on the BMX track at Martlesham.

The Vice Chairman, had nothing to report.

An adjournment was declared:

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

Mr C Hudson, County Councillor, reported:

- he was looking forward to the fund raising bike show which is to be held at The Bell PH on Saturday 21st April;
- he will be raising safety issues with SCC Officers with regard to the recent introduction of the “lights out” policy. A few members of the public have expressed concerned about young women travelling home late at night on their own;
- urged Members to approach him with any matters they feel needs his attention.

Mr Fairbrother questioned Mr Hudson regarding the future of the Library. Mr Hudson explained it was Judy Terry who was responsible for this issue and agreed he would seek the latest available information and forward this via email to the Chairman and Clerk.

Mr Grimwood, District Councillor, reported:

- he is to substitute for Mr Hudson at the Development Control meeting next week when they will be considering the disbandment of the Rights of Way Committee with Members of Development Control undertaking training and taking on this role;
- the Grants Task Group has £40,000 available, unfortunately none of it has been applied for by local organisations.

Mr Lynch, District Councillor, reported he had attended:

- his first meeting on the Code of Conduct and advised Members a new code is expected to come into force in July, with Town and Parish Councils encouraged to sign the same code as their District Council;
- Members were informed there are to be significant changes to the LDF. These will be announced at the National Planning Policy meeting on the 26th April;
- he is to attend a Rights of Way training meeting on the 10th May.

Mrs Ogden, as District Councillor, explained:

- she had attended a Domestic Homicide review session;
- new help was now available from Job Centre Plus, with people's skills being matched to the positions available.

– **to receive Police Matters reports**

PCSO Sarbutts drew Member's attention to some items of particular interest within the following reports which are held on file:–

- 1 Kesgrave Crime report.
- 2 12PT monthly report.

Council asked for an update to be available on the impact on crime following the introduction of Intelligent lighting.

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

The members of the public did not wish to speak.

Presentation by David Hall, Secretary to Kesgrave Kestrels, regarding future use of the Millennium Sport Ground by football clubs

A presentation was made by David Hall, Secretary to Kesgrave Kestrels FC, Carl Chittock Chairman of Kesgrave Kestrels FC and Chris Walsh from the FA regarding future use of the Millennium Sports

Ground by football clubs. The report which had been issued with the agenda and the subsequent addendum issued at the meeting are attached at **Annex 2** to the permanent copy of these minutes.

Council asked questions of the three gentlemen with regard to several issues including:

- is the use of the pavilion necessary if only mini soccer is played at MSG and
- why Kestrels cannot relocate to Kesgrave High School which is a Sport Academy and had considerable funding from both the FA and SCDC on the understanding that the fields are available to the Community.

Council were advised that:

- mini soccer will not require pavilion use for games other than toilet facilities;
- KHS is extensively used at weekends by many teams and those in the near vicinity are given precedence. There is unfortunately not the scope to provide mini soccer fields as these would not be appropriate for school use.

The following item was brought forward.

10. Recreation and Amenities Matters

d. MSG Ground Maintenance

Council considered the presentation made by the Kestrels and the document presented by the Clerk which is attached at **Annex 3** to the permanent copy of these minutes. It was **agreed** the option for the pitches to be divided to accommodate 4 mini soccer pitches would be acceptable. This will reduce the ongoing costs as these players will not require showers.

It was also **agreed** that a soil survey be arranged by the Football Association on behalf of Kestrels and KTC with the £700 cost being shared equally between the two organisations. This will determine if it is possible for maintenance to be put in place to enable football to continue on the site in the long term. Although signs are already in place with regard to keeping dogs on leads on the pitches, Council will consider erecting further signs to this effect.

The ongoing maintenance contract needed to be decided and this is required to be considered in camera.

The Council resolved that the public and the press be excluded for consideration of item 10.b. Kesgrave Market, since publicity would prejudice commercial sensitivity, and that these matters be deferred to follow item 16 on the agenda.

7. Notices and Correspondence

a. Items for discussion

The following items were brought to Members' attention:–

A copy of the lists of Notices and Correspondence, including those for information only, were made available for each Councillor and are attached at **Annex 4** to the permanent copy of these minutes.

- 1.D.** Community Magazines, where no issues were raised by Members.
- 3.D.** A thank you letter for the donation given in the memory of John Gibbs had been received.
- 4.D.** An invitation to attend the Annual Suffolk Coastal Town and Parish Council Information and Consultation meeting to be held 24th April at Melton Hill at 6.30pm had been received. Mr Amoss and Mr Ogden will attend. **Later:** Mr Amoss was unable to attend because of work commitments.
- 6.D.** SCDC had suggested the 3 street lights in The Walk should be upgraded in line with the “intelligent lighting” elsewhere and be handed over to the Town Council. Council **agreed** adoption by Suffolk County Council would be more appropriate and will reply the Town Council do not wish to accept ownership of these lights.

b. Councillor Representative Reports Mr Fairbrother had attended a SCDC World of Housing event but was not impressed with the presentation. The slides used are available but no Councillor asked for these to be provided.

8. Financial Matters

a. Receipts and Payments Copies of the statements of Receipts & Payments were made available for each Councillor and are attached at **Annex 5** 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**.

b. Transfer between accounts Council **agreed** a transfer of £17,200 be made from the Instant Access Account to the Ordinary Account.

c. Transfer of Reserve Funds

Product/Service	Amount	Reserve Fund
Spark grant	400.00	To Youth Club
Christian Family Church	50.00	To Youth Club
Float	94.38	From Youth Club
Youth Club session 07/02/12	48.40	To Youth Club
Youth Club session 14,21 & 23/02/12	86.25	To Youth Club
Youth Club session 28/02/12	64.65	To Youth Club
Youth Club session 06/03/12	55.90	To Youth Club
Youth Club session 13 & 15/03/12	69.67	To Youth Club
Youth Club session 22/03/12	6.30	To Youth Club

d. Late items for information None.

9. Planning and Development Matters

a. Planning applications received since 9th March 2012 The list of planning applications where comment was required, those which were not contentious and the decisions received, had been made available for each Councillor and is attached at **Annex 6** to the permanent copy of these minutes.

b. SCDC Area classification Nothing to report.

c. Neighbourhood Planning This item has been deferred until SCDC Officers have further substantive information.

d. Late items for information None.

10. Recreation and Amenities Matters

a. Roads, footways and footpaths A letter of thanks had been received from a resident for the clearance of detritus in the vicinity of the bus stop opposite Bracken Avenue.

b. Kesgrave Market Council were provided with a copy of a report written by the Market Manager and the financial report, which are both attached at **Annex 7** to the permanent copy of these minutes. Members wished to consider the staff costs therefore:–

The Council resolved that the public and the press be excluded for consideration of item 10.b. Kesgrave Market, since publicity would prejudice staff confidentiality, and that these matters be deferred to follow item 16 on the agenda.

c. **2012 Celebrations** A meeting was held on 3rd April and tickets and race forms are now available for the 2012 Event.

There was no discussion on ways in which the Jubilee might be commemorated and this will be considered at the May meeting.

d. **MSG Ground Maintenance** This item was taken immediately after the adjournment and is minuted there.

e. **Late items for information** None.

11. Council in the Classroom

A Council in the Classroom session had been held at Gorseland School led by Mr K Beecroft and comprised of Mr Ogden, Mr Rayworth, Mr Welch (from Martlesham Parish Council) and Mrs Bennett. The session had been very well received by the school and Mr Welch has agreed to attend other such sessions at Kesgrave Schools if required.

12. Divestment (previously listed as 'The Big Society')

a. **Youth Club Provision** A meeting of the Youth Club Support Group is to be held on 18th April to consider the way forward.

b. **Library Provision** Members await the update which Mr C Hudson will provide in due course.

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

13. Policy Documents

No Policy documents were presented for consideration. The Clerk explained she hopes to put a document together on "Lone Working" which will first need some discussion at F&R as that Committee deals with personnel issues. As minuted below there will also be a policy on the way to deal with quotations in due course.

14. Town Council Vacancy

Although one candidate had put herself forward having heard about the vacancy from one of the Councillors, the Clerk explained she had unfortunately not sent the article to Kesgrave News about the vacancy. As insufficient information had been available to the public it was not possible to Co-opt at the April meeting and this will therefore be deferred to May.

15. Report from Clerk and Press Officer

Articles submitted for inclusion in February Kesgrave News are:-

Page 3	Divestment and Vacancy
Others	Kesgrave Market
	Minutes on the website
	Youth Club
	2012 Event

The Clerk explained the article on the 2012 Event apologises for the unfortunate and accidental use of an upside down flag as the logo.

16. To receive any such other communications or matters of sufficient urgency that the Chairman will allow for discussion.

None.

The remaining members of the Public then left the meeting and the Council were able to consider the following:–

10. Recreation and Amenities Matters

d. MSG Ground Maintenance Council considered the quotations which had been obtained but were unhappy in the light of the earlier decision with regard to the survey to be performed and the possibility of additional costs being incurred needlessly. It was **agreed** the staff will ask all three contractors how much it would cost to have the present maintenance regime put in place but with the addition of a heavy rolling to flatten the land if considered desirable. With the time constraints involved it was further **agreed** the three new quotations will be taken to the F&R Committee at their meeting on 30th April for one to be accepted.

It was also agreed a Policy on how to deal with quotations would be helpful. Members believe having the names of contractors is necessary and good practice as this enables individuals experience of firms to be taken into consideration.

b. Kesgrave Market Although it had previously been agreed the changed circumstances would be considered at the R&A Committee meeting in June, Members were concerned about the escalating costs for the Market Manager. Mr Comber agreed to put together a spread sheet to enable projected costs to be determined. It was also agreed in order to reduce hours worked the Market Manager need not be present on Friday evenings now Councillors understand what is needed to set up or all morning on market day. The Tesco Manager has agreed a Town Council representative may hand out leaflets during the morning of the Market either outside the store or the parade of shops. As no Councillor is available the Market Manager will be asked to do this.

Date of next meeting:

– **The Annual Town Council Meeting on Monday 14th May 2012 in the Council Chamber at 7.15pm**

The Chairman closed the meeting at 10.25pm.

Chairman