

Kesgrave Town Council

Minutes of the meeting of the Kesgrave Town Council held on Monday 11th June 2012 at 7.15pm in the Council Chamber.

Present:

Mr M Azmoodeh	Mr P Miller
Mr N Beecroft	Mr P Mills
Mr A Comber	Mr J Ogden
Mr D Fairbrother	Mrs S Ogden (Chairman & District Councillor)
Mrs N Goodchild	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)
Inspector Stephen Gallant, Kesgrave Safer Neighbourhood Team
4 Members of the public

1. Apologies

Mr M Amoss – work commitments
Mr C Hudson (County Councillor) – alternative meeting
Mr S Hudson (County Councillor) – work commitments
Mr M Grimwood (District Councillor) – work commitments
Mrs D McCallum (District Councillor) – family commitments
Mrs M Neale (District Councillor) – alternative meeting
Acting Sgt Kay Hammond, Kesgrave Safer Neighbourhood Team – work commitments

2. Declarations of Interest

Mr Comber declared a personal interest in item 7.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 Lynch declared a personal interest in item 6.a 8.d Notices and Correspondence Suffolk Coastal District Council Scrutiny Committee request regarding housing services, being a Member of SCDC Scrutiny Committee, and remained in the meeting while consideration and discussion of the matter took place.

Mr Spittle declared a personal interest in item 9.e, MSG, being a Church Hall Trustee and member of the Youth Club Support Group and 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 14th May 2012

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

4. Matters arising

a. Police response regarding PIC concerns A holding response had been received from Suffolk Police while investigations are taking place. Inspector Stephen Gallant was in attendance and addressed Council regarding the issues that had been raised at the last meeting in the adjournment.

5. Reports from Chairman and Vice Chairman:

The Chairman reported:

- she has moved out of Kesgrave but reminded Members as she manages the 2nd Stop Shop her entitlement to serve on the Council remains: Councillors must live or work within three miles of the Parish;
- she and other members of the Council had attended a site visit at Heath Primary School to view the extension work being carried out. She was very impressed with how works are progressing, and looks forward to another visit once the building is complete.

There was no report from the Vice Chairman.

An adjournment was declared:

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

Mr Lynch, as District Councillor, reported:

- he had attended Martlesham Parish Council's monthly meeting, and introduced himself as one of their local District Councillors. He found it interesting to note the difference in the way the meeting is run in comparison to Kesgrave;
- he hopes to obtain further information on the Code of Conduct at the District Council meeting on the 24th June and advised Members the new code is expected to come into force on 1st July;
- the BMX track at Martlesham is just awaiting signage and due to open on the 14th July;
- on Area FF raising the issue of divestment by SCDC. He encouraged Members to consider taking this wood into the ownership of the Town Council to prevent it being taken over by a private management company, highlighting it is being offered with a significant commuted sum.

Mrs Klaschka arrived at 7.18pm.

Mrs Ogden, as District Councillor, reported:

- her concerns regarding the new Code of Conduct, particularly the fact that Councillors will have to include the interests of their spouse/partner on the Declaration of Interest form;
- on the close proximity the Olympic torch will be coming to Kesgrave and encouraged everyone to take advantage of this fantastic opportunity;
- she hopes to attend the next meeting regarding the BMX track at Martlesham;
- SCDC have just announced all the information for summer sports and activities which will be available for 8-18 year olds in the school holidays.

Rev Spittle arrived during the following item

- **to receive Police Matters reports including a report on the PIC by Inspector S Gallant**

Member's had been given sight of the following reports which are held on file:–

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

Inspector Gallant then expanded on the information contained in the response from Chief Inspector Sharp to the KTC letter raising concerns voiced at the May meeting. Inspector Sharp's letter is attached at **Annex 1** to the permanent copy of these minutes. Inspector Gallant advised Council that since 1st January 3,338 individuals have been taken to the PIC and many of those will have been more than once. He is aware that originally it had been stated detainees would be taken back to their place of arrest but this is not a financially viable proposition. At the same time Officers hand over the detainees to PIC staff so have returned to their normal duties when release occurs. He reminded everyone present that if a disturbance occurs from a released detainee, or for any other reason, then the Police should be called to deal with the difficulty.

Inspector Gallant and the Clerk will liaise on a site visit to the PIC for Members and the Clerk will endeavour to obtain a copy of the Planning Permission for the building which will determine if a condition about returning detainees is included.

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

The Chairman advised the meeting she would call a second adjournment at Item 13 to enable candidates to make statements to the Council and to answer Councillors questions.

No members of the public wished to speak.

6. Notices and Correspondence

a. Items for discussion

The following items were brought to Members' attention:–

- 1.D.** Community Magazines, where no issues were raised by Members.
- 2.D** Suffolk Police had written confirming the information already understood that it is not possible to accede to the request from Sgt Campbell-Barr for a skateboard park at Police HQ's.
- 3.D** Letter of thanks had been received from Suffolk Accident Rescue Service for the donation.
- 4.D** Letter of thanks had been received from Junior Deben Archery Club for the donation.
- 6.D.** SCDC have given notification of a doorstep textile recycling scheme to be introduced in July.
- 8.D.** The SCDC Scrutiny Committee request regarding Housing Services had twice been forwarded to all Members but only Mr Fairbrother had responded. Council agreed as either Council or individual Councillors can reply to SCDC that on this occasion they would be happy for Mr Fairbrother to comment direct.
- 9.D.** The Clerk gave a brief outline of the reasons for a new Code of Conduct to be adopted for 1st July at an additional meeting to be held on 25th June. Members had been issued with documentation from SALC which is held on file and it is hoped further documentation will be available shortly. The new declaration of interests form has yet to be devised and although the Body Corporate must adopt the new Code with effect from 1st July Members will have until the 28th July to consider signing their declaration.

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 2** to the permanent copy of these minutes.

b. Councillor Representative Reports None.

7. Financial Matters

a. Receipts and Payments Copies of the statements of Receipts & Payments were made available for each Councillor and are attached at **Annex 3** 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 £9,400 be made from the Instant Access Account to the Ordinary Account.

c. Transfer of Reserve Funds

Product/Service	Amount	Reserve Fund
Spark grant	500.00	To 2012
Spark grant	400.00	To Youth Club

Christian Family Church	50.00	To Youth Club
Youth Club session 17 & 19/04/12	80.00	To Youth Club
Youth Club session 24 & 26/04/12	83.67	To Youth Club
Youth Club session 1 & 3/05/12	78.10	To Youth Club
Youth Club session 8 & 10/05/12	73.20	To Youth Club
Youth Club session 15 & 17/05/12	55.70	To Youth Club
Safety Equipment sales	128.00	To SNT
Recycling Credits	141.57	To RFC
Photocopier rent	1,400.00	From Photocopier
Medals	217.95	From 2012
D L McCallum various 2012 expenses	114.85	From 2012
Youth Club float top up	89.96	From Youth Club

d. Appointment of External Auditor The Clerk explained there had been an anomaly in the advice about who will be the Council External Auditor from 2013, but this has now been confirmed as BDO, the current Auditor.

e. Councillor Audit rota The new Councillor Audit rota had been issued. Mr Lynch will be performing an Audit in June and will report as agreed to the July meeting.

f. Kesgrave Market Mr Comber reported the May Market had been a great success, with new stall holders taking the place of those who have decided not to attend and some stall holders working in partnership. He reminded Members of the need for volunteers to set up on Friday evening and explained a new spreadsheet has been devised. The Clerk apologised the updated spreadsheet had not been provided. The intention will be to complete the form at the end of each month in order that it is available for issuing with the following months agenda.

g. Late items for information None.

8. Planning and Development Matters

a. Planning applications received since 11th May 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 4** to the permanent copy of these minutes.

Since the list had been copied notification had been received that the following application is to be considered at the June Development Control meeting. Mr Mills will attend.

- **C11/1679** Use of land for the erection of chalet style bungalow, part side garden 191 Main Road, Kesgrave

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.

9. Recreation and Amenities Matters

a. Roads, footways and footpaths None.

b. 2012 Celebrations Council noted the success of the Kesgrave Event and that in the region of £350 will be sent to Ipswich Hospital NHS Trust (Woolverstone Wish), (Oncology Day Care Centre) at the next meeting. Council suggested the 2012 Committee should write to the KWMCC thanking them for the use of the field and for the groundsman's work on providing lining for the race track.

There was no discussion on ways in which the Jubilee might be commemorated and this is the subject of an article submitted for the July issue of Kesgrave News.

c. Ariel Green POS The Deputy Clerk reported she had been advised the building and the land it sits on is not owned by SCDC. Ownership is believed to be the Receiver of the liquidated company Kesgrave Cable. The SCDC officer had offered to instigate a Land Registry search to determine ownership in order that permission to demolish the building could be obtained. Unfortunately there has been no progress on this and time is running out for performing the work. The District Ward members will be applied to asking for the investigation to be carried out without further delay.

d. The Council resolved that the public and the press be excluded for consideration of item 10.e. MSG, 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 15 on the agenda.

e. MSG This item was taken after Item 15 and is minuted there.

f. Late items for information Council considered the issue of Fentons Wood. It is understood that Taylor Wimpey the current owners are now keen to divest ownership. Suffolk Coastal are reluctant to assume this responsibility and it is suggested the Town Council might take ownership and work with Greenways. Council do not wish this valuable amenity to fall into commercial hands and the Clerk will therefore make some investigations to bring to the July meeting on the estimated running costs per annum and if there is any obligation for SCDC to take ownership of this Public Open Space.

10. Council in the Classroom

Following the request from Martlesham Parish Council the Clerk had written to both Mr K Beecroft and Mrs Evans as the authors of the Council in the Classroom documentation. Mr Beecroft has responded that he is happy for Martlesham to have copies and Council agreed this should be implemented.

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

a. Youth Club Provision Rev Spittle reminded Council the funding currently received from SPARK will soon need to be reconsidered and other funding streams should be explored.

b. Library Provision Members were reminded Alison Wheeler, General Manager Suffolk Libraries Industrial and Provident Society (IPS) and Stephen Taylor, SCC Commissioner for Libraries, will be attending the July meeting.

They were also advised Miss Sue Hall has volunteered to be a member of the Library Working Party. Council are aware of Miss Hall's expertise in this matter and were pleased to accept this offer of voluntary help.

c. Late items for information None.

12. Policy Documents

None.

13. Town Council Vacancy

Members had been issued with short profiles from the 3 candidates and a paper ballot was undertaken. Mrs Jacquie Smith was subsequently elected to the Council and will complete the necessary documentation before the July meeting.

14. Report from Clerk and Press Officer

Articles submitted for inclusion in July Kesgrave News are:-

On behalf of the 2012 Committee:

- The Event on the 4th June.

On behalf of the Council;

- A request for ideas for a permanent memorial for the Jubilee
- Senior Citizens Outing
- July Market
- Heath School extension

15. 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:-

9. Recreation and Amenities Matters

e. MSG The Clerk reminded Members that if Kestrels only require the MSG fields for Mini-soccer there will be no necessity for showers. To remove the risks of Legionnaires disease alterations to the building could be considered to enable increased hirings by local organisations. Council **agreed** Mr Rayworth as Chairman of Finance and Resources and with his expertise in buildings should work with the Clerk on this concept.

Council also **agreed** the Clerks will have the showers made safe without further delay.

Date of next meeting:

- **Monday 9th July 2012 in the Council Chamber at 7.15pm**

The Chairman closed the meeting at 9.30pm.

Chairman