

Minutes of the meeting of the Kesgrave Town Council held on Monday 13th August 2007 at 7.15pm in the Council Chamber.

**Present:**

Mrs S Evans (Vice-chairman)  
Mrs N Goodchild  
Mr K Beecroft  
Mr P Mills  
Mr R Bridgeman  
Mrs S Ogden (District Councillor)  
Mr A Comber  
Mr L Payne  
Mrs S Coupe  
Mrs E Smith  
Mr C Dowsett  
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 M Neale (District Councillor)  
Mr M Grimwood (District Councillor)  
Mr J Klaschka (County and District Councillor)  
4 Members of the public  
Member of the Press

**In the absence of Mr Briggs, Mrs Evans, Vice Chairman, took the Chair.**

**1. Apologies**

Mr J Briggs – family commitments  
Mr N Bugg – family commitments  
Mr S Hudson (County Cllr) – work commitments  
Mrs D [McCullum](#) (District Cllr) – work commitments

**2. Declarations of Interest**

Mr Beecroft declared a personal interest in item 8.a.iii., Planning & Development Matters, planning application C07/1221 for Cedarwood School being a School Governor, remained in the meeting and took part in consideration and discussion of the matter.

Mr Bridgeman declared a prejudicial interest in item 7.a.ii., Financial Matters, Sports Hall funding being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mr Bridgeman declared a personal interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a prejudicial interest in item 7.a.ii., Financial Matters, Sports Hall

funding being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mr Comber declared a personal interest in item 7.b., Financial Matters, Receipts and Payments being a member of Kesgrave Scout Group, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and remained in the meeting and took part in consideration and discussion of the matter.

Mrs Coupe declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1201 being the Mother of the applicant, and left the room while the matter was under consideration.

Mrs Klaschka declared a prejudicial interest in item 7.a.ii., Financial Matters, Sports Hall funding being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mrs Klaschka declared a personal interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and remained in the meeting and took part in consideration and discussion of the matter.

Mr Mills declared a prejudicial interest in item 7.a.ii., Financial Matters, Sports Hall funding being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mrs Ogden declared a prejudicial interest in item 7.a.ii., Financial Matters, Sports Hall funding being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mrs Ogden declared a personal interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and remained in the meeting and took part in consideration and discussion of the matter.

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

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

Mr Payne declared a personal interest in item 12, Annual Reception, being a member of All Saints Church, and remained in the meeting and took part in consideration and discussion of the matter.

Reverend Spittle declared a personal interest in item 8.a.iii., Planning & Development Matters, planning application C07/1221 for Cedarwood School being a School Governor, remained in the meeting and took part in consideration and discussion of the matter.

Reverend Spittle declared a personal interest in item 12, Annual Reception, being the Vicar of All Saints Church, and remained in the meeting and took part in consideration and discussion of the matter.

### **3. Minutes of the last regular meeting held on 9th July 2007**

After informing Members of an alteration on page 81 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.

### **5. Chairman's Report**

The Chairman being absent there was nothing to report.

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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 Klaschka stated part of the 3PT minutes which recorded a discussion on racial incidents had been leaked, by a Town Councillor, to the press. He also advised Council that Mr Payne, who had attended the meeting as a Kesgrave Councillor had not disclosed this information. The disclosure has resulted in the Suffolk Inclusion Unit heading a Task Group involving the Police, First Buses and BT to discuss the problems and to seek satisfactory conclusions. A meeting is to be held later this week.

Mrs Goodchild stated she had been contacted by the press on this issue but had stated she had not been present at the meeting and therefore was not in a position to comment.

Mrs Neale, District Councillor, stated: –

- Central Government has awarded SCDC the Pathfinder Partnership together with its other successful candidates of St Edmundsbury, Mid-Suffolk, Babergh, Forest Heath, Waveney and Suffolk County Council. SCDC will be reviewing all aspects of their services to see how they can share knowledge and resources with the other partners to improve efficiency;
- the Suffolk Coastal planning service has been improved and has received an award of £21,000 to improve its service further;
- a customer satisfaction survey has recently been completed;
- the Suffolk Coastal web site has information regarding cavity wall insulation and the Suffolk ACRE county-wide car sharing scheme.

Mr Grimwood, District Councillor, stated that after an oversight regarding the validation of the Alcohol Designation Orders an Extraordinary Meeting has been called for the 16th August 2007 to properly sanction the order.

Mrs Ogden, as District Councillor, reported on her very interesting and informative visit to the recycling plant at Great Blakenham, which she will also report in Kesgrave News.

Mr Klaschka, as District Councillor, had nothing to report.

No member of the Police was present but Members had been issued with the SNT article for the September issue of Kesgrave News, which is held on file.

**– Presentation by Justin and Fiona Hunt on [WombatCarClub](#)**

Members had been issued with a report written by Justin Hunt on the Wombat Car Club Ltd in Kesgrave and this is attached to Annex 1 to the permanent copy of these minutes. Justin and Fiona Hunt reiterated some of the points from the report and invited questions and comments from Council, which were satisfactorily answered. One major point raised by Mr Beecroft was the suggestion that an alternative site, to park the vehicle, other than opposite Cedarwood Primary School should be chosen. Council supported this suggestion, as their wish is always to try and divert traffic away from schools and reduce the possibility of congestion. This item will be agenda'd for a formal discussion at the September meeting.

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

Mr Walker, Peart Grove, stated he understood that ownership of the area adjacent to his front fence is unclear and trusted the Council would undertake an investigation to determine responsibility. The Clerk agreed this would be undertaken and apologised the area has not had the one-off strimming as promised; the handyman had been asked to make it a priority. Later: This was done the following Wednesday.

Mr Walker also asked if consideration could be given to increasing the opening hours of the Council Office. It was explained this item appears later in the agenda.

## **6. Notices and Correspondence**

### **a. Items for Discussion**

**12.D** letter from SCDC regarding Temporary Advertisements had been received. SCDC do not have the resources to take legal action in all cases and Town and Parish Councils are asked to be more proactive in the first instance over the issue of illegal flyposting. Details have been given of what is considered acceptable for local advertising of events and an article will be submitted for September Kesgrave News on this issue.

It was noted that most local organisations in Kesgrave adhere to the guidelines anyway and the Clerks have consistently removed others when necessary. The Clerk thanked the Kesgrave Music Festival organisers for their speedy removal of the many notices they had erected.

**14.D.** A response from Inspector Farthing, Acting Commander, regarding the position with Police coverage provided by the Safer Neighbourhood Team was précised to Council and is held on file. It was noted the Police are under the constraints held by many authorities of lack of funding and other resources.

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.

## **7. Financial Matters**

**a. Draft Minutes of the last Committee meeting held on 23rd July 2007** were issued to Councillors and are attached at Annex 3 to the permanent copy of these minutes.

**i. Revised Terms of Reference (F&R item 3)** Members were issued with a copy of the Revised Terms of Reference which are attached at Annex 1 to the Finance and Resources Minutes. Council accepted the recommendation of the Committee and adopted the Terms of Reference.

**ii. Sports hall Funding request (F&R item 12.e.)** After some discussion over the information supplied in the letter of 18th July from Mr Howard, Honorary Chairman of the Community Centre, Mr Bridgeman, Mr Comber, Mrs Klaschka, Mr Mills and Mrs Ogden left the meeting. The remaining Members then considered the request and it was agreed that in recognition of the additional information received a grant of £30,000 be made with a request that one evening a week will be available for public booking. This offer is to be made in the hope that Kesgrave residents will have favourable rates, and on the understanding that there will be no more capital funding forthcoming. Mr Payne abstained.

Mr Bridgeman, Mr Comber, Mrs Klaschka, Mr Mills and Mrs Ogden returned to the meeting.

**iii. Opening hours** F&R should have considered whether the opening hours of the office should be revised however this was not put on their agenda, so no recommendation was available. The item will be put on the next F&R agenda.

**This Council resolves that in accordance with its powers under Sections 137 and 139 of the Local Government Act 1972, it should incur expenditure with respect to grants of recycling credits which, in the opinion of the Council is in the interest of the area or its inhabitants and is cost effective.**

**b. 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.

**c. Transfer between accounts** Council agreed transfers as follows:

30.07.2007 £2,000 transfer from Tracker to Ordinary Account to pay L & K Hygiene invoice  
14.08.2007 £19,000 transfer from Tracker to Ordinary Account for monthly payments

**d. Transfer of Reserve Funds** 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

Suffolk Police Authority grant - £1,500.00 - To 3PT

Graffiti Project (Hoffman) - £725.53 - From 3PT  
Graffiti Project (Jackson) - £237.93 - From 3PT  
Recycling distribution - £1,888.46 - From Recycling Credits  
Recycling distribution (Youth Reserve) - £94.73 - To Youth Reserve

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

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

**a. Planning applications received since 6th July 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 5 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 with the exception of C07/1201.

**Mrs Coupe left the room for the following item.**

The Committee approved the comments for C07/1201.

**b. Street naming** The Clerk explained the developer of the home at St Isidores had asked for 'Suffolk Grange' to be considered as a name for the home. Discussions between Crispin Rope, and the Street Naming Working Party had resulted in two alternative suggestions. 'Alice Grange' (after Mr Rope's maternal grandmother who had lived at The Farmhouse) has been agreed by all parties.

A resident had also asked if Pontins Walk, the cycle/footway from Cedarwood School to Cedarwood Green was named for the Pontings who wrote the History of Kesgrave. The Working Party has confirmed this is so but the "G" had been missed off by accident. It was agreed there should be no action taken to correct this unfortunate error.

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

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

**a. Roads, footways and footpaths** The Deputy Clerk advised Council of the following matters:-

- Temporary closure of part of Hartree Way for sewer connection, which is ongoing.
- A reply from SCC with regard to flooding in Bell Lane which explains some funding may be available and if a bid is successful investigations on whether remedial works will be cost effective will be undertaken.
- Further to Little Bealings' request for Kesgrave support for raising the 30mph speed limit the Clerk had responded that Kesgrave Council did not consider this to be appropriate. Martlesham and Rushmere St Andrew Councils had responded similarly. A request to SCC E&T for an officer to attend the August Town Council meeting to discuss traffic management had resulted in a response that some idea of questions to be answered is required in order the appropriate officer can attend. The Clerk has since corresponded with the neighbouring Clerks and it is hoped to have a daytime meeting with representatives from all Councils with

SCC to resolve the issues. It was noted Members would still appreciate attendance by SCC at a Kesgrave meeting however.

With regard to the suggestion of a list of questions Members considered the following issues need a response from SCC: Switching off the traffic lights, Use by buses of the bus lane; 20's plenty outside Kesgrave High School, a review of the All Saints roundabout layout, No right turn into Dr Watsons Lane, cameras at the traffic lights to deter light jumping, replenishment of the white lines and implementation of yellow boxes, a Kesgrave By-pass, Council's ability to be empowered to issue Fixed Penalty notices for parking offences. Some items raised by Members are more appropriate for the Police and the Clerks will pass on the request for more regular speed checks on the A1214 and for statistics on speeding.

**b. Youth Club** This item had been listed twice and is dealt with at 11.a, below.

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

## **10. Project Officer report on Cedarwood Green**

A written report from the Project Officer was issued to Members and is attached at Annex 6 to the permanent copy of these minutes. It covers the following issues:-

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

Members discussed a date for the opening and on hearing from Mrs Klaschka that the Community Centre would not clash with any date KTC decided upon, it was agreed the Cedarwood Green opening event will be held on 29th September. Mrs Klaschka undertook to inform the Community Centre of this date.

A working party of Mr Bridgeman, Mr Comber, Mr Beecroft and Miss Hall will invite Kirk Jackson, David Walker and the Police to help co-ordinate the event with input from Sarah Shinnie of SCDC. Mrs Smith explained she will not be available on that day but will ask if another Christian Family Church member can organise a BBQ.

Miss Halls report also gives details of Sports Coaches availability and an offer of part funding. It was agreed to ask if this offer could be deferred in order that those attending the opening event can be asked if Sports coaching would be appreciated by the young people.

Council expressed their appreciation for all the hard work Miss Hall has put in to the Cedarwood Green facility. The project had taken longer than at first envisaged and it was recognised Miss Hall had remained focussed and maintained a steady and methodical approach throughout.

## **11. Youth Provision**

**a. Youth Club** Nothing to report.

**b. Other Youth Issues** Six young people had held a stall at the Kesgrave Music Festival with questionnaires available regarding facilities for youth. Approximately 150 replies had been completed and these will be analysed by Andrew Down, Extended Schools Officer, and brought to the next Youth Forum.

## **12. Annual Reception**

Further to the offers of both Reverend Spittle and Mrs Klaschka regarding venues for the Annual Reception the Deputy Clerk outlined the information obtained since the July meeting. The Church need to consider whether the consumption of wine would be appropriate in their building. The Community Centre General Manager has confirmed the Conference Suite with the services of a wine steward would be available at nil cost and there should be no problem in continuing this in future years; wine would need to be bought through the Centre licence. Catering at the Church could be done as usual by the Clerks but at the Community Centre this would have to be done off-site if performed by the Clerks; however catering at cost had been offered.

With regard to costs Members have indicated they do not consider it necessary for them to make a personal contribution; this amounted to £65 in 2006 reducing the cost for 55 people from £131 to £66. Catering for 55 people, with sweet, at cost at the Community Centre would be £375. It had been thought with an alternative venue additional invitations would be issued to increase numbers. It was explained there is insufficient allowance in this years budget to cover this additional expense.

Mr Briggs had indicated to the Clerk he believed the Church would be an excellent and unusual setting and in view of the costs perhaps this could be used for 2007 and further consideration for 2008 could be made when setting the budget. However it was agreed the Clerks would make further investigations with the Community Centre with a view to reducing costs further by having a lighter selection of refreshments and in the meantime Reverend Spittle will determine whether wine is acceptable in the church.

## **13. Town Plan Revision**

Following the presentation by Sunila Osborne from Suffolk Acre at the July meeting Council agreed a public meeting should be held in the Community Centre in February. By inviting interested members of the public to this independent venue it is hoped to form the Committee needed to progress the Town Plan Revision. Articles will be placed in both January and February Kesgrave News and the issue will be placed on each monthly agenda for further consideration until the meeting takes place.

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

- During School holidays staffing levels are down, Staff do their best to cover absences but two people cannot do the work of three and priorities have to be made.

Articles for inclusion in Kesgrave News will be:

- Page 3 Cedarwood Green
- Others Fly posting
- Traffic management
- Mobile phone use

The Clerk apologised for the audibility of a casual remark she had made earlier in the meeting.

**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 10th September 2007 in the Council Chamber

The Chairman closed the meeting at 9.52pm.

Chairman