

## *Kesgrave Town Council*

Minutes of the meeting of the Kesgrave Town Council held on Monday 10th September 2012 at 7.15pm in the Council Chamber.

**Present:**

Mr M Azmoodeh	Mr J Ogden
Mr A Comber	Mrs S Ogden (Chairman & District Councillor)
Mr D Fairbrother	Mr C Rayworth
Mrs N Goodchild	Mrs J Smith
Mr G Lynch	Rev R Spittle
Mr P Mills	

**In attendance:** Mrs V R Read (Clerk to the Town Council)  
Mrs J Francis (Deputy Clerk to the Town Council)  
Mr C Hudson (County Councillor)  
Mr M Grimwood (District Councillor)  
Mr M Percy (Member of the UK Youth Parliament)  
3 Members of the public

### **1. Apologies**

Mr M Amoss – family commitments  
Mr N Beecroft – work commitments  
Mrs J Klaschka – illness  
Mr P Miller – family commitments  
Mrs D McCallum (District Councillor)  
Mrs M Neale (District Councillor)  
Sgt Campbell-Barr

### **2. Declarations of Interest**

Reverend Spittle declared a local non-pecuniary interest in item 7.a., Financial Matters, Receipts and Payments being a Trustee of the Kesgrave Church of England Charity, and remained in the meeting while consideration and discussion of the matter took place.

Mr Comber declared a local non-pecuniary interest in item 7.e., Financial Matters, Kesgrave Market as a Director of Rupert Fison Centre and a Scout Leader, and remained in the meeting while consideration and discussion of the matter took place.

Reverend Spittle declared a local non-pecuniary interest in item 10.a., Divestment, Youth Club Provision being a Youth Worker employer, and remained in the meeting while consideration and discussion of the matter took place.

### **3. Minutes of the last regular meeting held on 13th August 2012**

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

### **4. Matters arising**

**a. Late items for information** Nothing to report.

## 5. Reports from Chairman and Vice Chairman

The Chairman commented on the Tour of Britain which had travelled through Kesgrave on the previous day and the impressive roadside presence throughout the Town at this prestigious event.

The Vice Chairman asked that Sam McCallum be thanked on behalf of the Council for all the work he had put in to promote the event and the fund-raising which had been possible as a result.

---

### **An adjournment was declared:**

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

Mr C Hudson, County Councillor, reported on his endeavours with regard to:

- a local resident trying to gain a placement for their child into a Church of England School;
- his concerns over the changes to bus provision for Kesgrave pupils who attend Farlingaye High School.

#### **Mr Hudson left.**

Mr Grimwood, District Councillor, reported;

–The Greenways Tour takes place on 21st September. It will go to Martlesham Heath and Purdis Farm but not visit Kesgrave.

– He will be attending the Citizens Advice Bureau on the 20th September.

Mr Lynch, as District Councillor, reported;

– the Grant Committee had considered a request for the Junior Deben Archers. They have earmarked 40% of the £1,500 requested but have raised queries on the supporting documentation.

Mrs Ogden, as District Councillor, reported:

–The Suffolk Coastal Disability Forum launches on 20th September at Melton Hill. Details can be found on the Suffolk Coastal website.

Mr Percy, Member of the Youth Parliament (MYP), highlighted various issues in his report which is held on file in particular the BMX track opening in Martlesham the previous day.

#### **– to receive Police Matters reports**

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

- 1 12PT monthly report.
- 2 Kesgrave Crime report. This will not be produced in future as it duplicates the 12PT monthly report.

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

Mr Hewlett of Upsons Way addressed the Council on his concerns about the appearance of the grassed areas and verges within the Grange Farm development. He spoke particularly of his disappointment in the manner in which Pilboroughs Walk is treated and the wildflower areas both of which he considers to be deplorable. It was explained that the hedge in Pilboroughs Walk is cut in late December early January and the wildflower areas late September. It was also stated the various wildflower areas are intended to provide habitat for flora and fauna which had been reduced as the development took place. The latter are cut at the end of September each year.

Mr Merrick of St Agnes Way also addressed Members on the grass cutting in western Kesgrave which is not as frequent as it was. His wife often cuts the grass verge outside their property as she finds the windblown seeds contaminate their garden.

Council discussed the situation and agreed the standard of treatment is not what it was, however it is difficult to determine by how much the frequency of cutting has deteriorated. It was recognised with cut backs the service will have reduced, however it would appear in some cases when the mowing team are rained off they don't pick up the cutting regime from that point but move on to where they expected to be on the day mowing is recommenced. It was agreed a schedule will be requested and when this is available all the Councillors will be in a position to monitor whether their area is being cut to the frequency expected. It was also agreed Councillors will look at Pilbroughs Walk hedge to determine if approaches need to be made to SCS for remedial work.

---

**Mr Grimwood and 2 members of the public left.**

## **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** Several letters of thanks for the Senior Citizens Outing had been received.
- 3.D.** A link to the SCDC Consultation on the Joint Environmental Sustainability Policy and Action Plan was offered to Councillors but no-one indicated they wished to receive this.
- 5.D.** A request from a resident for improved lighting in Edmonton Road had been made to County Councillor Christopher Hudson who had been unaware these lights are owned by the Town Council. The resident had therefore been directed by him to SCC who had not been able to help. Members were reminded the lights in this road share their pole with other utilities and upgrading is not a simple task. Council agreed they are not in a position to upgrade these lights or any other lights at present. The resident will be informed of this and if the scheme for undergrounding the supply is resurrected then Council will reconsider the situation.
- 6.D.** Formal notification from the Audit Commission had been received and BDO LLP will be the Council external auditors for the 5 years from 2013.

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 1** to the permanent copy of these minutes.

### **b. Councillor Representative Reports**

Councillors were given sight of the following reports which are held on file:

- 1 Report by Colin Moore on the official opening of the BMX trail site in Martlesham.
- 2 Mrs Ogden's Councillor Auditor report.

## **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 2** 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 £15,200 be made from the Instant Access Account to the Ordinary Account.

### **c. Transfer of Reserve Funds**

<b>Product/Service</b>	<b>Amount</b>	<b>Reserve Fund</b>
Christian Family Church	50.00	To Youth Club

Locality Budget	500.00	To SNT
Photocopier rental	1,400.00	From Photocopier
Youth work employment	4,548.63	From Youth Club
Youth Club music licence	46.21	From Youth Club

**d. Budget 1st April 2012 – 31st March 2013** Suggestions were invited on what could be included in the budget for 2012/2013. It was agreed provision should be made for eventualities as a consequence of divestment from other tiers of local government.

**e. Kesgrave Market** A Market spread sheet was not provided because of pressure of work however the Market celebrates one year in October and a complete review is to be held.

**f. Late items for information** The Independent Internal Auditor will attend for his first Audit on the 17th September.

## 8. Planning and Development Matters

**a. Planning applications received since 10th August 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 3** to the permanent copy of these minutes.

With a Kesgrave application to be heard on the 13th September. Mr Mills Chairman of P&D is not able to attend so Mr Rayworth volunteered to go if his work commitments could be re-arranged. It was acknowledged a presence is necessary on these occasions and an item will be placed on the P&D agenda for the next meeting in order for a rota to be drawn up. **Later:** Mr Rayworth was unable to change his work commitments. The Clerk agreed with Mrs McCallum that a letter be written for her to read at the meeting.

**b. SCDC Area classification** Nothing to report.

**c. Neighbourhood Planning** This item had been deferred until SCDC Officers have further substantive information. It will now be discussed at the next Planning and Development Committee meeting to be held on 17th September

**d. Road name for the Bell Barn Development** The site owners have suggested the road linking Fentons Way to the Bell Barn Development be named Bell Barn Lane. Council had no objections to this and SCDC will be informed accordingly.

**e. Late items for information** Council were informed a letter had been received from a resident who had objected to the planning application for the proposed development between Main Road and Ashdale Road, thanking KTC for their support.

## 9. Recreation and Amenities Matters

**a. Roads, footways and footpaths** None.

**b. The Council resolved that the public and the press be excluded for consideration of item 9.c. 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 16 on the agenda.**

**The following item was taken after Item 16 and is minuted there.**

**c. MSG**

**d. Late items for information** Members were updated on the situation with regard to the adoption of Fentons Wood. If the Town Council were to adopt the wood they would be obliged to fulfil

the Management Plan which is a condition attached to the Planning Permission for Area FF. A meeting is to be held at the Kesgrave Council office between Councillors and Officers from SCDC and KTC on the 25th September. Kesgrave Members will be issued with copies of the management plan in order for them to forward their comments and concerns to the office before that date.

#### **10. Divestment (previously listed as 'The Big Society')**

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

**b. Library Provision** Miss Hall has received answers to her questions to Mrs Wheeler, but is requesting further clarification on some issues before reporting back to KTC. It was noted the Library has been closed on at least two occasions when it should be open and Members were asked to make note of any further occurrences.

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

#### **11. Policy Documents**

The next policy to be written and considered will be on Contracts but this will not be until after the budget process has been carried out.

#### **12. Retrospective Working Party**

The Clerk had emailed Councillors of possible dates for the next Retrospective Working Party meeting but only 4 Councillors have responded. It was suggested that it would be better to wait until after the October Market had been held. It was considered this may bring items forward, from the Town Council display, which could usefully contribute to the discussion. A date was suggested of the 29th October but Members will be emailed again to ascertain the numbers who can attend.

#### **13. The Royal British Legion Remembrance Day**

**a. Two Minute Silence Civic Ceremony** As November 11th falls on a Sunday this year the Civic Ceremony will principally be for pupils of the local schools. Members of the public will be invited through Kesgrave News to attend on the Friday 9th if they so wish.

#### **14. Members Interests**

Mrs Ogden apologised for not yet having contacted the SCDC Chief Executive over the issue of a link from the SCDC website to the Kesgrave Town Council site where Members Interests are already published.

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

**a. Kesgrave News articles** Articles have been submitted for publication on:–  
The KTC presence at October market;  
bonfires, 11/11 and the Senior Citizens Outing.

**b. KTC display to be held at October Kesgrave Market** Members were asked what they thought should be included in the Council display, what form this should take and also if they would be available to be present. It was agreed photos and brief explanations would be made on the regular annual events the Town Council organise – the Christmas light switch on, Evening of Reflection, Senior Citizens Outing etc. There will also be the opportunity for residents to be advised of projects which are being considered: the Adoption of Fentons Wood, additional Play equipment, additional maintenance to POS and the MSG. Comments sheets will be provided to be placed in a box for consideration, it will be

a requirement to provide contact names and addresses. There was some discussion on whether having a presence at the market may encourage more complaints about issues over which Kesgrave Council has no jurisdiction. However, consultation on possible projects is necessary to establish if there is resident support. **Later:** The Clerk had intended to be present for this event in order to be available to answer resident queries but is unfortunately away that weekend. The display will be organised in such a way that minimal Council presence is necessary.

**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:-**

**9. Recreation and Amenities Matters**

**c. MSG**

Following the decision at last months meeting progress now continues with information being gathered on the possible ways forward for this building. Costings are being compiled and contact is being made with possible hirers. A consultation exercise is planned with near neighbours on the 17th October and this will be included in the display at the October Market in order for the wider public to make comment.

**Date of next meeting:**

– **Monday 8th October 2012 in the Council Chamber at 7.15pm**

The Chairman closed the meeting at 9.10pm.

**Chairman**