

Minutes of the meeting of the Kesgrave Town Council held on Monday 10th September 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 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)
Mr S Hudson (County Councillor)
Mrs D [McCullum](#) (District Councillor)
Mr M Grimwood (District Councillor)
Mrs P Brown (LHR & PTLO)
2 Members of the public

1. Apologies

Mr K Beecroft – family commitments
Mr N Bugg – family commitments
Mrs M Neale

2. Declarations of Interest

Mr Bridgeman declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1556 being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mr Bridgeman declared a prejudicial interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and would have left the room if the matter had been discussed.

Mr Briggs declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1556 being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mr Briggs declared a prejudicial interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and would have left the room if the matter had been discussed.

Mr Comber declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1556 being a trustee of Kesgrave Community Centre, and left the

room while the matter was under consideration.

Mr Comber declared a prejudicial interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and would have left the room if the matter had been discussed.

Mrs Coupe declared a personal interest in item 8.a.iii., Planning & Development Matters, planning application C07/1588 being a School Governor, and remained in the meeting and took part in consideration and discussion of the matter.

Mrs Coupe declared a personal interest in item 8.a.vi., Planning & Development Matters, planning application C07/1201 being the Mother of the applicant, and remained in the meeting when the matter was reported.

Mrs Evans declared a prejudicial interest in item 12, Annual Reception, being a member of All Saints Church, and would have left the room if the matter had been discussed.

Mrs Klaschka declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1556 being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mrs Klaschka declared a prejudicial interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and would have left the room if the matter had been discussed.

Mr Mills declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1556 being a trustee of Kesgrave Community Centre, and left the room while the matter was under consideration.

Mr Mills declared a prejudicial interest in item 12, Annual Reception, being a trustee of Kesgrave Community Centre, and would have left the room if the matter had been discussed.

Mrs Ogden declared a prejudicial interest in item 8.a.iii., Planning & Development Matters, planning application C07/1556 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 12, Annual Reception, being a trustee of Kesgrave Community Centre, and would have left the room if the matter had been discussed.

Mr Payne declared a prejudicial interest in item 12, Annual Reception, being a member of All Saints Church, and would have left the room if the matter had been discussed.

Reverend Spittle declared a prejudicial interest in item 12, Annual Reception, being the Vicar of All Saints Church, and would have left the room if the matter had been discussed.

Reverend Spittle declared a personal interest in item 13a, the RBL Remembrance Day Resolution under Section 137 for Donation, being the Vicar of All Saints Church, and remained in the meeting and took part in consideration and discussion of the matter.

A member of the public arrived.

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

5. Chairman's Report

The Chairman reported he had attended:

– a reception held by the Mayor of Ipswich where he had also met the Chief Executive of Ipswich Borough Council; the Chairman's reception at Suffolk Coastal District Council; the 3PT meeting; Cedarwood Green snagging meeting with contractors where minor faults were highlighted.

The Chairman reminded Members that KTC had put forward nominations for the SALC Probert Awards and the following were issued certificates in recognition for their work in the community: Mr Grimwood on behalf of the Help Centre, Mr Mills, Mrs Waldock and Mr Beecroft.

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 Hudson, as County Councillor reported that:

– a meeting would be held the next day to discuss the physical condition of Foxhall Road and the way forward. Council requested most strongly that the condition of the junction of Bell Lane with Foxhall Road and its visibility should also be addressed at this meeting. Mr Hudson agreed to raise the matter;

– the next Full Council meeting at SCC will be discussing the Government response on the future of Nuclear Energy.

Mr Hudson stated he will report back to KTC with the results of both meetings.

Mrs [McCullum](#), as District Councillor reported on:-

– the Bell Project; the success of the Kesgrave Music Festival and its continuation in 2008; the Suffolk Coastal Local Development Framework meeting where Kesgrave and the Trimleys have been earmarked for large developments, BT expansion proposals at Adastral Park, and the infrastructure that will be needed to support future growth.

Mrs Ogden, as District Councillor, reported on the Suffolk Coastal Generation Jigsaw Group who have made a film to explain the differences between generations which will be launched during September. She had also attended a BT presentation on its future proposals at Adastral Park.

Mr Grimwood, District Councillor, reported on the current position regarding the Alcohol Designation Orders.

Mr Grimwood, as a representative of the Help Centre thanked KTC for the Probert Award nomination and also explained the group's position regarding Wombat cars and that further discussion is to take place.

In the absence of Mr Klaschka, as County Councillor, Mrs Klaschka informed Council he intended to attend the SCC meeting regarding: Foxhall Road and a meeting to discuss any A1214 alterations and to raise at that meeting the condition of the footpath on the northern side of the A1214.

Mrs Brown, as LHR, asked if Council were interested in putting Kesgrave forward as a contender for the Anglia ITV programme 'Close to Home'. Council had no comments to make and therefore the suggestion was dropped. Photographs were also circulated.

Mrs Brown, as PTLO, reported on the lack of bus time tables present at bus stops and that she had been pointed in the direction of the Town Council for further information. The Assistant Clerk stated although timetables and routes are periodically received she wouldn't like to rely on their current status because of frequent changes in different services, and would therefore inform anyone making enquires to contact Traveline.

– to allow members of the public to speak

Mr Justin Hunt, of Wombat Car Share Scheme, thanked Council for their positive responses at last months meeting. In response to Council's wishes he stated the vehicle used in the scheme had been relocated in

Wilkinson Drive to the west of Walker Chase in order that no additional congestion occurs outside

Cedarwood School. He also explained that as a Limited Company he and his wife were intending that the business being profit making and were therefore not asking for financial assistance. The most important way that KTC could help would be by way of supporting the scheme.

It was noted that again no Police report was available. While this was regrettable, this issue had been discussed at the 3PT meeting where an explanation had been made of the need to prioritise during the present shortage in staffing levels.

Mrs [McCullum](#) left.

6. Notices and Correspondence

a. Items for Discussion

2.D Thank you letters for recycling credits had been received from: 1st Kesgrave Rainbows; 3rd Kesgrave Brownies, Kesgrave Baptist Church Mums and Toddlers; 2nd Kesgrave Rainbows. Later: It was noted the thank you from the Kesgrave Scouts had not been recorded.

3.D. A routine consultation on Review of Polling Districts and Polling Places had been received and was noted, with no changes being necessary in Kesgrave.

4.D. Thank you letter for donation from Autism Suffolk had been received.

7.D A letter from Dave Ormston requested that visits to the Kesgrave Youth Centre should not be made without prior appointment in order that the work of the Centre is not disrupted.

9.D. A thank you letter had been received regarding the Senior Citizens Outing.

10.D. An invitation to attend the Greenways Project Community and Parish Forum on 6th September 2007 had been received and Mr Bridgeman had agreed to attend. Unfortunately unforeseen circumstances prevented him from doing so at the last minute.

12.D. Suffolk Coastal are to hold a Town and Parish Liaison meeting on October 15th at the Community Centre. The Chairman and Clerk will attend. Later: Mrs Evans will substitute for Mr Briggs.

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 1 to the permanent copy of these minutes.

b. Requests for Council representatives At the recent meeting held at the Community Centre between their Chairman and General Manager and the Chairman and Clerk of the Town Council, the Community Centre had asked if a Councillor could be nominated to specifically represent the Town Council on the Community Centre Committee. The Chairman nominated Mr Comber and this was agreed by all.

The Chairman asked that any Councillor attending meetings representing the Town Council should if possible provide a written report if minutes are not to be made available from that meeting. It was also agreed Mr Comber should request that Community Centre minutes should be made available as a matter of routine to the Town Council as Custodian Trustees.

In addition it was requested that District and County Councillors should provide written reports of their contribution at the adjournment as these could then be held on file, and that if they were unable to attend the meeting a written report should be submitted rather than asking another member to report verbally on their behalf. All written reports if delivered to the Council office before noon on the day of the meeting will be copied for inclusion in the Councillor meeting pack.

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 2 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 between accounts Council agreed transfers as follows:

11.09.2007 - £9,800 transfer from Tracker to Ordinary Account.

c. Transfer of Reserve Funds Council agreed that funds be transferred as detailed.

Product/service - Amount - Reserve fund
RFC Grass cut - £55.80 From RFC
Graffiti Project (SCC) - £800.00 - From 3PT
Rental 14/09/07 – 13/12/07 - £739.21 -From Photocopier
Recycling credits/sacks - £81.60 - To Recycling
Locality Budget - £1000.00 - To Locality Budget 2007/08

d. Budget 1st April 2008 – 31st March 2009 suggestions

The following suggestions were made for inclusion in the Budget for 2008/2009: Annual Reception, Town Plan, Street Light additions, additional Cycle stands at the Library, further basketball provision at Grange Meadow, Rupert Fison Centre works, additional signage for the Sports Hall.

It was noted street lighting additions had been requested by a resident for Edmonton Road.

e. Late items for information None.

8. Planning and Development Matters

a. Planning applications received since 10th August 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 3 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 with the exception of C07/1566 and the comments en bloc.

Mr Bridgeman, Mr Briggs, Mr Comber, Mrs Klaschka, Mr Mills and Mrs Ogden left the room.

Mrs Evans took the Chair.

The Committee agreed the comments for C07/1566.

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

b. Street naming The road accessing the three bungalows to be erected off Glanville Place will be known as Ranulf Close.

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:—

A copy letter regarding Grange Lane adoption scheme sent to residents from Suffolk County Council had been received. Compulsory Purchase Orders are to be made imminently and

residents are advised that if no objection are received then works could begin in the Spring of 2008; if an Inquiry is necessary works will probably be delayed until late Autumn.

b. Late items for information Mrs Klaschka raised the issue of hedges which are left to overgrow the footpaths and Council were reminded that these queries are routinely dealt with by the Clerks on a daily basis. As areas are outside the boundary of properties some residents are not aware of the need for them to maintain areas of landscaping which are in their ownership. The Finance and Resources Committee have recently agreed that web searches may be done by the Clerks to try and ascertain ownership, however the usual method adopted is for the Clerks to write on behalf of Town Council to residents asking for clearance to be made and if this, and a reminder letter are not effective, then Suffolk County Council are asked to deal with the matter. Where land is known to be “no-man's land” the Council handyman attends to the area. Members were reminded to give details to the Clerks of areas of concern when they are noted; not wait for a Council meeting which results in delay and inconvenience to residents.

10. Project Officer report on Cedarwood Green

A written report from the Project Officer was issued to Members and is attached at Annex 4 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

The Clerk circulated photos of the site and a two page report on the visits reported by Councillors and residents, their findings and any remedial action since its opening. Comments were made on visits that had been made, and it was noted young people like to sit on the teenshelter, and adults are also using the court.

Some discussion was held on the possibility of an opening event. It was considered that the wishes of the young people was paramount and if their ideas are to be incorporated the proposed 29th September date could not be met. It was agreed to postpone any event for 6 months and then to discuss the issue when the opinions of the young people will have been ascertained and to perhaps hold a celebratory event in the Spring or on the first anniversary if young people wish to do so. Later: The young people asked for an event in the October half term which was progressed with the agreement of the Finance and Resources committee.

There was a brief discussion on the care which needs to be taken when visiting the site. It was noted however that it would be unreasonable for everyone to be CRB checked and common sense must prevail.

11. Youth Provision

a. Youth Club - Nothing to report.

b. Other Youth Issues - Nothing to report.

12. Annual Reception

It was ascertained at Item 2 that if all Councillors declaring a prejudicial interest left the room for this item the Council would not have a quorum. As a decision need to be made in order that invitations can be issued in good time it was agreed that Mr Beecroft, Chairman of Finance and Resources, who has no Prejudicial Interest, should be referred to for a decision. It was noted the Church have agreed wine can be consumed if the Reception is held there, however the Community Centre have not yet provided costs for lighter refreshments. The latter will be reminded of the need for these costs and the Clerk will liaise with Mr Beecroft. Later: The Community Centre confirmed the Town Council can bring their own refreshments although wine will still need to be purchased through the Centre. Mr Beecroft agreed this venue should be used.

13. The Royal British Legion Remembrance Day

a. Resolution under Section 137 for Donation Council agreed that maroons should be fired on the 11th November to signal The Silence to all residents. It was agreed the Clerks will investigate the costs and way in which this can be achieved and, as the budgeted £150 will be exceeded, will liaise with the Chairman and Chairman of Finance and Resources over the arrangements.

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 item 11. a. The Royal British Legion Remembrance Day Donation which, in the opinion of the Council is in the interest of the area or its inhabitants and is cost effective.

b. Two Minute Silence Civic Ceremony As the 11th November falls this year on a Sunday there will be no Civic Ceremony however local schools will be invited to attend a short ceremony on Friday 9th at the War Memorial on Legion Green. Mr Whinney has agreed to conduct the ceremony and a representative from Firework Emporium has agreed to fire a maroon shell free of charge. Mr Briggs as Chairman will also attend and the Clerk asked other Councillors to contact the Office if they would be available to help with refreshments.

14. Town Plan Revision

Members were reminded this is to be a standard item on the agenda for the time being. It will present an opportunity for suggestions and debate before the Public Consultation meeting to be held in February and the two articles in Kesgrave News in January and February. No Members had anything to add at this stage.

15. Wombat Car Share Scheme

Members were reminded of the presentation made last month by Justin and Fiona Hunt on the Wombat Car Scheme and the comments made by Mr Hunt during the adjournment. Members were agreed that although a financial contribution had not been requested for this commercial enterprise this would not in any case have been possible. However it was agreed that this initiative is welcomed. Alternative means of travel such as bus and cycle do not always answer the needs of residents but any way in which the provision of a personal car might be limited should be encouraged. It was also agreed the Town Council article in November should include a reference to the debate and conclusion of this enterprise.

16. Report from Clerk and Press Officer

1. The Clerk asked all Members if they could please pass A4 envelopes to the office for re-use.

Articles for inclusion in Kesgrave News will be:–

Page 3 Let's sing some praises (Senior Citizens Outing, Hedge cutting, Recycling)

Others Forward your voting register details to Suffolk Coastal
Discrimination

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

None.

18. Date of next meeting – Monday 8th October 2007 in the Council Chamber

The Chairman closed the meeting at 9.05pm.