

Minutes of the meeting of the Kesgrave Town Council held on Monday 12th November 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 A Comber

Mrs S Ogden (District Councillor)

Mrs S Coupe

Mrs E Smith

Mr C Dowsett

Rev R Spittle– arrived 7.20pm

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)

Mrs P Brown (LHR & PTLO)

Miss S Hall (Project Officer)

2 Members of the public

**1. Apologies**

Mr K Beecroft – illness

Mr R Bridgeman – family commitments

Mr N Bugg – illness

Mr L Payne – work commitments

**Later:**

Mrs D [McCullum](#) Dist Cllr – work commitments

Sgt M Richardson – family commitments

**2. Declarations of Interest**

Mr Briggs declared a personal interest in item 7a, Payment to KWMCC for Hall hire, being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 7a, Payment to KWMCC for Hall hire, being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Klaschka declared a personal interest in item 7a, Payment to KWMCC for Hall hire, being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mr Mills declared a personal interest in item 7a, Payment to KWMCC for Hall hire, being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter.

Mrs Ogden declared a personal interest in item 7a, Payment to KWMCC for Hall hire, being a KWMCC Trustee, remained in the meeting and took part in consideration and discussion of the matter..

Mr Comber declared a personal interest in item 7a, Payment to Kesgrave News, being the Chairman of the Committee, remained in the meeting and took part in consideration and discussion of the matter.

Mr Comber declared a personal interest in item 7a, Payment to The Rotary Club of Woodbridge for a Christmas tree to be erected on RFC, being a Director of RFC, remained in the meeting and took part in consideration and discussion of the matter.

Reverend Spittle declared a personal interest in item 7a, Donation to The Kesgrave & District RBL, being a Memeber remained in the meeting and took part in consideration and discussion of the matter.

### **3. Minutes of the last regular meeting held on 8th October 2007**

The minutes of the last meeting having been circulated were taken as read, approved and signed by the Chairman.

**Reverend Spittle arrived.**

### **4. Matters arising**

**a. Late items for information** None

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

The Chairman reported that he had:–

- attended the Cedarwood Green Opening event on the 24th October;
- attended two Remembrance Day Services one on the 9th November for the local school children and one on the 11th when he had laid the wreath on behalf of the Town Council;
- chaired a meeting between SCC and neighbouring parishes to discuss local traffic issues. A further meeting is to be arranged where the local Police will be invited to attend;
- received an unofficial invitation from the KWMCC for Town Councillors to visit the New Sports Hall;
- as a resident of Purdis Farm had attended a Parish Plan meeting and highlighted to Members how this meeting was organised.

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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 Grimwood, as District Councillor, reported that:–

– SCDC had organised a survey which involved inviting elderly residents to attend a meeting at the KWMCC to discuss their concerns and receive help where possible.

– he did not intend to attend the Informal Hearing to be held on the 29th November for 29 Edmonton Road following their appeal against refusal of planning permission. The Clerk stated this particular application had an extensive history and she would like the opportunity to give Mr Grimwood further information to enable him to re-assess his decision. He agreed to do this and **Later** agreed to attend but because of work commitments would not be able to be present all day.

Mrs Neale, as District Councillor, informed Council that:–

- SCDC had issued its Annual Report 'Delivering Success',
- also issued was the Business Bulletin which highlighted 169 registered business working within Kesgrave;
- the TV programme 'Location, Location, Location' had rated Suffolk Coastal 17th in the Best Place to Live in the Country;
- SCDC had received two awards presented to the Property Information Team and Legal Services Partnership departments.

Mrs Ogden, as District Councillor, reported:–

- she had attended a meeting of the Suffolk Coastal District Youth Forum;
- Kesgrave High School is showing an interest in becoming involved within the community;
- Kesgrave High School students will be putting on a play at All Saints Church where the elderly will be invited to one of the 3 performances;
- the recent bad weather had provided a valuable exercise in proving the Suffolk Coastal Emergency Planning procedure is effective.

Mrs Brown, as LHR stated:–

- Ipswich Tourist Office would appreciate additional P3 Walk leaflets when the print run has been completed;
- a request has been received from Australia asking for a photograph of the Reverend Sewell Wontner. Reverend Spittle is making enquiries.
- 3 residents had reported they had enjoyed the local firework display immensely, however the accompanying music was, in their opinion, extremely loud and asked if consideration could be made next year to lowering the volume.

Mrs Brown, as PTLO reported that a Bus Inspector had been seen working at Ipswich Bus

Station.

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

Mr Budgen, of Haskins Walk, asked if the Town Council would consider the provision of allotments for Kesgrave residents. The Clerk explained there was no land not already earmarked for development presently available, however if further development were to proceed south of Long Strops land might be requested for this purpose as planning gain.

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## **6. Notices and Correspondence**

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

**3.D.** The Order for Alcohol Consumption in Designated Public Places in Kesgrave has been received from SCDC.

**7.D.** A thank you letter has been received from one of the recipients of a winners voucher at the Cedarwood Green Opening Event.

**8.D.** A health warning had been received from SCDC regarding the winter vomiting disease.

**12.D.** Thank you letters had been received from 1st Kesgrave Brownies and 2nd Kesgrave Guides for recycling credits, and both detailed what the money had purchased.

**14.D.** In response to a request from KHS for names of likely recipients for Christmas parcels Council were asked to forward any suggestions to the Clerks.

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.

**Mr Grimwood and a member of the public left.**

## **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 a transfer of £14,000 be made from the Tracker Account to the Ordinary Account. **Later:** As a result of the decision taken at item 10.c. An additional £132,169 was transferred making a total of £146,169.

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

### **Product/service - Amount - Reserve fund**

RFC Grass cut - £37.20 - From RFC

Recycling Credits Apr-Jun '07 - £127.84 - To Recycling Credits

**Later in the meeting:**

CWG Teenage facility - £112,483.75 - From CWG facilities

**d. Donation to Red Cross for Cedarwood Green Opening Event** The Clerk explained that a First Response Representative from the Red Cross attended the Cedarwood Green opening event and although he didn't want payment asked for a £50 donation to the Red Cross. Council **agreed**.

**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 Item 7 d, Donation to Red Cross which, in the opinion of the Council is in the interest of the area or its inhabitants and is cost effective.**

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

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

**a. Draft Minutes of the last Committee meeting held on 22nd October 2007** were issued to Councillors and are attached at **Annex 3** to the permanent copy of these minutes.

**b. Planning applications received since 5th October 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 4 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.

There were no requests from Members for additional explanations regarding the plans displayed.

**c. Street naming** None.

**d. Late items for information** Council were reminded of the Informal Hearing with regard to Application C06/1369 29 Edmonton Road which is to be held on 28th November at Suffolk Coastal.

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

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

- As part of the newly-formed Suffolk Roadsafe Partnership a new initiative called Community Speed Watch has been launched. The scheme aims to share the responsibility for addressing speed-related offences between the Community and the Police. Anyone joining the scheme must be self-funding to buy the necessary equipment which would cost in excess

of £2,200. It has been suggested that parish/town councils may wish to work together to raise funds and share the equipment. Council discussed the scheme having reservations as to its effectiveness and agreed further information was required before a decision could be made. The Clerk will contact neighbouring Parishes to find out their opinion regarding this scheme and whether a partnership would be a feasible option.

- Notification from SCDC had been received stating that a second planning application, for Grange Lane Adoption Scheme, has been applied for. Delays in executing Compulsory Purchase orders have occurred and the original permission lapsed in November 2006.

- Members were informed that resurfacing works are to be carried out in Beech Road/Mendip Drive in early December which will require road closures.

**b. Signing of National Cycle Route 1** In response to Council's comments regarding SCC proposal to erect several directional signs in Pilboroughs Walk, as part of the National Cycle Route 1, a revised list of signs has been received. Council agreed with the comments put forward by the cycling officer, and County will be advised accordingly.

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

## **10. Project Officer Report**

**a. Cedarwood Green Opening Event** Miss Hall presented her report which is attached at **Annex 5** to these minutes.

**b. Resolution to exclude the Public under the Public Bodies (Admission to Meetings Act 1960.)** This Council resolves that the public and the press be excluded for consideration of Item 10 c. Project Officer, Payment to Supplier, 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 17 on the agenda.

**c. Payment to Supplier** This item was taken after Item 17 and is minuted there.

**d. Detached Youth Workers** Council considered the information contained within the report and **agreed** they would employ 2 or 3 youth workers depending on availability with some variations on their decision in May. The letter written to Dave Ormston outlining their position is attached at **Annex 6** to the permanent copy of these minutes.

**e. Rupert Fison Christmas Tree**

**i. Finance** Council considered the questions posed in Miss Hall's report and agreed:

1. The switch on ceremony will be held on 23rd November at 6.30pm.
2. The time switch will operate the lights between 4.00 pm and 10.00pm. **Later:** it was arranged for over-riding of the time switch in order for the tree to be lit when events are held in the Scout HQ at weekends.
3. That this was a trial year and some issues, such as CCTV, will need to be considered in the

long term if this is successful.

Council also ratified the decision taken last month that a ceiling cost of £2K is available to purchase the Christmas tree lights and sundries. Mr Comber abstained, being a Director of RFC.

## **11. Youth Provision**

**a. Youth Club** A report from Mrs Evans and Mr Beecroft was issued to Members and is held on file. Mrs Evans also reported that the Senior worker has resigned. A replacement has been appointed and Mrs Evans and Mr Beecroft hope to meet her at the next meeting.

**b. Other Youth Issues** None.

## **12. Council Representative List**

Members were reminded that Councillors nominated to other organisations did so as a Council representative; as with their seat on the Council political persuasion is of no relevance. A revised list, which details some alterations, was presented to Council, a further amendment was agreed and the final document is attached at **Annex 7** to these minutes.

## **13. Evening of Reflection**

The Deputy Clerk reminded Members this event will be held on 21st December starting at 7.00pm on Legion Green. Reverend Spittle will lead the gathering in prayers and carols.

## **14. Model Code of Conduct**

Members were reminded of the article in The Local Councillor which they had received in October. The Clerk has read all the documentation supplied by both NALC and SALC and as the situation is rather more complicated than it at first appears is in process of seeking further advice from SALC. When this is received a report will be made to a future Full Council Meeting, hopefully in December.

## **15. Town Plan**

This standard item is to enable Members to air anything relevant in advance of the Public Meeting to be arranged for February. Members will be advised of the meeting date next month and articles will be placed in the January and February Kesgrave News, encouraging residents to attend. Mr Briggs reported on the manner in which the Purdis Farm consultation evening had been carried out. Some members thought a similar theme could be adopted for the February meeting but the Clerk advised a cautious approach to this should be taken to avoid the Town Plan being Council led instead of Community led. It was agreed advice will be sought from Sunila Osborne, of Suffolk Acre, and brought back to the December meeting.

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

The Clerk advised Members that their letter of sympathy to Mr Bugg had been greatly appreciated.

Articles for inclusion in December Kesgrave News will be submitted on:–

Page 3 Cedarwood Green Opening Event **Later:** This was the Centre page article.

Others Allotments

Evening of Reflection

The Christmas tree at Rupert Fison Centre

Beech Road/Mendip Drive resurfacing

The Councils congratulations to the organisers of the Kesgrave Firework display

Precautions to be taken during the Winter Months (supplied by SCDC)

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

Mrs Evans queried the membership and remit of 3PT and asked if clarification could be sought from Sergeant Richardson. The Clerk will write to Sergeant Richardson.

Mrs Brown and the remaining member of the public left.

## **10. Project Officer Report**

**c. Payment to Supplier** The Clerk verbalised the report, attached at **Annex 8** to the permanent copy of these minutes, which explains the background to the need to consider what interim payment should be made to Wicksteed. Council considered the information provided and agreed a cheque for £112,483.75 should be issued for the full amount, minus: i) the agreed £1,000 deduction offered for the additional costs incurred by the Project Engineer, ii) the £6,000 retention fee and iii) the liquidated damages of £4,324 and the covering letter explaining this is attached at **Annex 9** to the permanent copy of these minutes. **Later:** This cheque was made for £132,168.41 which is inclusive of VAT.

Members were reminded that this discussion had been held in confidence and must not therefore be discussed with anyone until the minutes have been agreed at the December meeting.

## **18. Date of next meeting – Monday 10th December 2007 in the Council Chamber**

The Chairman closed the meeting at 9.17pm.

**Chairman**