

KESGRAVE TOWN COUNCIL

Minutes of the Meeting of the Full Town Council Meeting held on Monday, 9th November 2015 in the Council Chamber, Kesgrave Town Council

Present:-

Councillors:

K Archer
N Beecroft-Smith (Chairman)
R Bridgeman
A Comber
B Crutchfield
D Fairbrother
S Fairbrother
N Goodchild
S Lawson
G Lynch
J Ogden
P Mills
R Spittle (Vice Chairman)
G Thomas
I Wallace

In Attendance:

Mrs S Clements (Town Clerk).
Mrs D Jimpson (Business and Finance Manager).
District Councillor D McCallum.
District Councillor S Mower.
County Councillor R Whiting.
Five Members of the Public. *(Two members of the public up to Minute Number 9. One member of the public up to Minute Number 11. The remaining two members of the public stayed for the duration of the Meeting).*

- 1. Apologies for Absence –** The Council received apologies from Councillor D Isaacs. An apology for absence was also received from County Councillor Hudson, via County Councillor Whiting.
- 2. Declaration of Interests –** Members made declarations of interest which they recorded, with full details which are held in the Interest Book. Councillor Comber declared interests under the item relating to the Schedule of Accounts as the IT service provider to the Town Council and Leader of the 1st Kesgrave Scout Group, (non-pecuniary). Councillor Ogden also declared a non-pecuniary interest under the item relating to the Schedule of Accounts as a Scout Leader. Non-pecuniary interests were declared under the Agenda item relating to Recreation and Amenities Matters – Cedarwood Green by Councillor Thomas as a nearby local resident and also by Councillor D Fairbrother and Councillor S Fairbrother as local residents of this area.

3. **Minutes of the last Full Town Council Meeting held on the 12th October 2015** – These Minutes were received, considered and agreed.
4. **Clerks Report/Update**– There were no updates to report.
5. **Chairman’s Communications** – The Chairman thanked District Councillor Debbie McCallum and her small team for their sterling work and the successful outcome of the Fireworks Event for Kesgrave. The Council noted that the local press had reported on this community event, with some splendid photography. The Chairman advised Councillors about the very sad news and recent death of the late Peter Gobbit, a previous long-serving Councillor. The funeral will be held at All Saints Church on Friday, 13th November 2015 at 2pm. Councillor Beecroft-Smith reminded Councillors about forthcoming diary dates including the Remembrance Day event on the 11th November 2015, the Christmas Light Switch On to be held on the 27th November 2015, the Chairman’s Reception on the 11th December 2015 and the Evening of Reflection on the 18th December 2015. (Full details are available from the Town Council Offices).
6. **County and District Councillors Reports** – A presentation was received from County Councillor Whiting. He spoke about the bollards and advised the Meeting that the permanent bollards will be installed on the 11th November 2015. He asked that local people respond to the consultation about the traffic lights in order for a true reflection to be established by the County Council. County Councillor Whiting explained the background to the illuminated information signs.

Town and District Councillor Lawson reported on the successful outcome of the Fireworks Display in Kesgrave held on the 5th November 2015. He thanked District Councillor Debbie McCallum for her very hard work in coordinating this event, together with her small team of volunteers. Town and District Councillor Lawson advised the Meeting that he has spoken with the County Highways Department and has confirmed that temporary drainage repair work to Bell Lane will be undertaken during the trial traffic light switching off period this month – November 2015. Thereafter, the permanent repair drainage work will be completed in January 2016. Councillor Lawson reported on other District Council activities including; Licensing, Affordable Housing and Policy and Development, involvement with the Enabling Budget contributions for the Fireworks event in Kesgrave and issues surrounding overhanging trees, branches and other vegetation. Councillor Lawson also reported on the “pot-hole” problems which are being dealt with.

Town and District Councillor Lynch reported on the consultation period regarding land use. He spoke about training and new insights into dealing with travellers.

District Councillor McCallum advised the Town Council that she also attended the traveller training session. She provided an update regarding tree work and

ownership of land. District Councillor McCallum advised the Town Council that she has attended Development Meetings at the District Council and commented on the recent Co-Operative Store, Kesgrave application relating to the variation of condition and the request to deliver on Sundays. She also commented on the Appeal relating to Ashdale Road, Kesgrave. District Councillor McCallum advised the Meeting that for the Fireworks event, £500 was donated from her Locality Budget and £500 from District Councillor Lawson's Locality Budget. She spoke about the lantern parade and the finances for the event and was pleased to advise that some funds will carry over to be utilised for next year's event. Councillors noted that next year's Fireworks Event for Kesgrave will be held on Saturday 5th November 2016, which will coincide with other fireworks events being held at Foxhall and Christchurch Park, Ipswich. District Councillor McCallum thanked Councillor Lawson, the Scouts and the office staff at Kesgrave Town Council for their assistance with the Fireworks event.

District Councillor Mower reported on the Travellers Site consultation which closes on the 15th November 2015, which aims to identify short stay sites for the travelling community. She reminded councillors that the outcome of the consultation responses will be assessed and looked at during December 2015 and then finalised in February 2016. District Councillor Mower spoke about the Syrian Refuge care and support as agreed by Suffolk County Council and its partners. She explained that support would be for housing, health and education and that ideally this would be in the central Ipswich area due to the close proximity for the refugees. If the public consider that they can assist in some way, then they should contact the British Red Cross Helpline.

- 7. Kesgrave Safer Neighbourhood Team (SNT) –** The Report was received and noted.
- 8. Members of the Public –** As a member of the public, District Councillor McCallum spoke about a local girl aged 14 from Kesgrave High School and the devastating news received some 5 months ago when she found out that she had a cancerous tumour in one of her legs. Then some 3 weeks ago her leg needed to be amputated, as this was the only chance of beating the cancer. District Councillor McCallum made a request for support with the fundraising initiatives to help towards purchasing a silicon prosthetic leg and she referred to the Justgiving and Facebook pages which have been set up to assist with raising funds. The Town Council's Business and Facilities Manager advised the Meeting that the Town Council has agreed for its Millennium Jubilee Hall to be used free of charge to assist with two fundraising events for this worthy cause.
- 9. Tesco Surplus Land Parcels –** The Chairman advised the Meeting that it has been brought to his attention that some of the members of the public in attendance at this Town Council Meeting were interested in the discussions relating to this item, even though at this stage they did not wish to speak or comment. The Council received and considered the detail contained within the Royal Society of Chartered Surveyors (RICS) Red Book Report. It noted the

suggested valuation for both plots on both the northern and southern side of the Tesco Stores in Kesgrave are significantly lower than the purchase price suggested by the Tesco Agent. The Chairman and The Clerk reminded the Council about the Surveyors advice to obtain legal confirmation with regard to the potential access via Ropes Walk, which is subject to the Local Planning Authority (LPA) and Suffolk County Council's Highway Authority agreement, together with planning and development approval. The Council noted that the LPA has indicated previously that both parcels of land should be retained as open green spaces. The Clerk advised the Town Council that the LPA has introduced a charging structure now for pre-application planning advice. A full and detailed discussion ensued. It was agreed to defer this matter and discuss possible usage for both parcels of land at the next Recreation and Amenities Committee Meeting of the Town Council to be held on 22nd February 2016. Thereafter, any recommendations made by the said Committee will be considered by the full Town Council at its Meeting on the 14th March 2016.

10. Finance and Governance Matters

- Schedule of Accounts and Any Transfer of Funds – These were considered, received and agreed, following the vote, the total being £17,910.83. Voting was unanimous.
- Budget 2014/2015 – The Business and Facilities Manager advised the Council that the Budget will be discussed at the Finance and Governance Committee Meeting on the 23rd November 2015 and then brought to the attention of the full Town Council at its Meeting on the 14th December 2015. She spoke about various budget transfers. The Council was pleased to note that it is currently within its predicted budget.

11. Planning and Development Report – The Council received and noted the Minutes of the Planning and Development Committee following the Meeting held on the 26th October 2015 as presented by the Chairman Councillor Mills. Councillor Archer commented on the Local Planning Authority's (LPA) Scheme of Delegation which commenced this week.

12. Community Services Matters – Mrs Jimpson the Business and Facilities Manager advised the Council about the leads and interest from three new potential hirers. One of these enquires has been confirmed as a regular hirer, with the other two enquiries potentially becoming regular users also. Mrs Jimpson advised the Meeting that one of our Caretaker/Litter Pickers had found a flick knife on the public grass area near to the Hall, but that no other details are known. She provided an update regarding the replacement of broken equipment at the Youth Club and was pleased to report that on the higher attendance rate of young people at the Club. Councillors noted the recent Meeting, extensive enquires and work led by the Town Council regarding the "ring-fenced" one-off funding with regard to a possible Detached Youth Worker/s, where the money is currently being held by the Kesgrave War Memorial Community Centre. Mrs Jimpson explained that following the Meeting, it was felt the allocated funding should be utilised to employ a suitably

qualified and experienced Detached Youth Worker to work for one day a week, with the support of volunteer workers. She advised the Council that she has unfortunately encountered fruitless attempts in her endeavours with trying to set up a meeting with the Kesgrave War Memorial Community Centre's Leisure and Community Manager in order to progress this protracted project in order that the funding is not lost to Kesgrave. It was noted that the "one-off" grant of £8,000 has been awarded to Kesgrave specifically for utilising Detached Youth Worker/s for a two year fixed term, but that six months of this term has already now elapsed. Councillor Spittle agreed to assist to progress this matter with Mrs Jimpson.

The Council considered and viewed the details received for the purchase of street orderly bins for the Caretaker/Litter Pickers to assist with their respective duties and for the benefit of keeping the town free of litter. A full and detailed discussion ensued. It was agreed that Mrs Jimpson should liaise with Norse in the first instance to ensure that the prices are fair and competitive.

The Clerk reported on the Tesco Groundwork Local Community Grant Scheme. The Council noted that following the eligibility questionnaire, the Town Council would be eligible to apply for funding towards a project, for example equipment for a play area. A discussion ensued. It was agreed that given that the deadline for receipt of proposals for this phase is the end of November 2015, the timeframes would be too short for this particular round of funding.

13.Recreation and Amenities Matters - The Council received and noted the Minutes of the Recreation and Amenities Committee following the Meeting held on the 26th October 2015. The recommendations, including the financial recommendations were noted. (Full details are included within the said Minutes).

- Roads, Footways and Footpaths, including the Proposed Crossing – There were no further updates at this stage.
- Trial Switch Off at Ropes Drive West, Kesgrave - There were no further updates at this stage.
- Cedarwood Green/Oak Meadow/Public Open Spaces Matters – The Town Council noted that a Progress Meeting will be held during December 2015 regarding the Public Open Spaces Order with the District Council and that Councillor Comber will attend on behalf of this Council. Councillor Comber provided an update regarding the fencing at Oak Meadow.

14.Tesco Surplus Land Parcels – The Council received and considered the detail contained within the Royal Society of Chartered Surveyors (RICS) Red Book Report. It noted the suggested valuation for both plots. The Chairman reminded the Council about the Surveyors advice to obtain legal confirmation with regard to the potential access via Ropes Drive, which is subject to the Local Planning Authority (LPA) and Suffolk County Council's Highway Authority agreement, together with planning and development

approval. The Council noted that the LPA has indicated previously that both parcels of land should be retained as open green spaces. The Clerk advised the Town Council that the LPA has introduced a charging structure now for pre-application planning advice. A full and detailed discussion ensued. It was proposed to bring this matter to the next Recreation and Amenities Committee to be held on 22nd February 2016, with any recommendations from the said Committee being considered by the full Town Council at its next full Meeting on the 14th March 2016.

15. Report from the Clerk/Press Officer – The Council noted the details for inclusion in the December 2015 edition of the Kesgrave News- including an update on the Neighbourhood Plan and the Travellers and Open Spaces Analysis Steering Groups, the Chairman's Report, Festive Wishes from the Town Council, the County and District Councillors reporting updates and a reminder about the Evening of Reflection event on the 18th December 2015. The Clerk also reported on liaison with the local press and radio regarding the Traffic Lights Trial on the A1214. Also, the proposed purchase of Tesco Land and the sharing of photographs with copyright permissions for promoting Town Council organised local events.

16. Kesgrave & District Safer Neighbourhood Team Tasking Group – 12PT – Councillor S Fairbrother advised the Council that she had attended this Group's Annual Meeting on the 20th October 2015 and that Election of Officers for the ensuing year was agreed. The Town Council noted that the name of this Tasking Group needs to change to Kesgrave and District Safer Neighbourhood Team Tasking Group - The 16PT. Councillor Fairbrother explained that Little Bealings will be leaving the Forum and joining the Woodbridge equivalent Group and that other areas will be joining the Kesgrave Group. Councillor Fairbrother advised the Meeting that the Foxhall Tip will shortly benefit from some improvement works in order to alleviate long queues causing highway management issues. She advised that the Police will be monitoring the situation. It was noted that Halloween Notices had been circulated to communicate that some local residents, in particular the elderly would prefer children not to knock on their doors during this period. Councillor Fairbrother provided an update on the School Parking leaflets, including the Heath Primary School leaflet. The Town Council thanked Councillor S Fairbrother and advised her that they would welcome regular, appropriate, verbal updates following any future 16PT Meetings, which will be received and considered in conjunction with the normal monthly written report from the Police

17. Suffolk Association of Local Councils (SALC) Chairman – HM The Queen's 90th Birthday Celebrations – The Town Council noted suggestions received for holding a community event following the theme of the Queen's 90th Birthday Celebrations. A discussion ensued, including discussions about the possibility of the Council hosting a tea party/picnic at the Millennium Jubilee Hall (MJH), perhaps with some 1940's style music or

similar in the background and utilising the field for some traditional games, weather permitting. Councillor Archer reminded councillors that he will be attending the SALC AGM shortly where he will endeavour to network and engage with other local Parish and Town Councils in order to get some ideas about what other similar activities are being held around the county. It was agreed that the Town Council should maximise on this two-fold opportunity to celebrate HM The Queen's 90th birthday celebrations, whilst providing a community event for the full community to enjoy. It was also agreed that a Working Group be set up comprising the following councillors; Councillors Archer, Goodchild, Lawson and Ogden with other interested parties and the Town Council office staff.

18.Chairman/Clerk/Urgent Communications – There were no urgent items.

19.Newsletters & Circulars – The Council received and noted the following:-

- Kesgrave News - November 2015.
- Chartered Institute of Personal Development (CIPD) People Management publication – November 2015.
- Kesgrave & District Flyer - November 2015.

Date of the next Full Town Council Meeting – Monday, 14th December 2015 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.

There being no other business, the Meeting finished at 8.30 pm.

ChairmanDate.....