

**KESGRAVE TOWN COUNCIL**  
**Minutes of the Meeting of the Full Town Council Meeting held on**  
**16<sup>th</sup> July 2018 in the Council Chamber, Kesgrave Town Council**

**Councillors:**

A Athwall  
K Archer  
N Beecroft-Smith (Chairman of the Council)  
R Bridgeman  
A Comber  
D Fairbrother (Vice Chairman of the Council)  
G Lynch  
C Marsh  
P Mills  
R Patten  
L Ventriglia  
G Ward

**In Attendance:**

District Councillor Mc Callum,  
Mrs J Lea (Temporary Clerk)  
Three members of the Public

1. **Welcome and to Receive Apologies for Absence** – The Chairman welcomed everybody to the Meeting. Apologies for absence were received from Town Councillors S Fairbrother and R Spittle and also, District and County Councillor Lawson and County Councillor Whiting.
2. **Declarations of Interest** – Cllr D Fairbrother declared an interest in the accounts for payment, payment of expenses.
3. **Minutes** of the last Full Town Council Meeting held on the 18<sup>th</sup> June 2018. These Minutes were received, considered and agreed, following the vote. **(Copy in Minute Book).**
4. **Clerks Report/Update** – No matters were raised
5. **Chairman's Communications** - The Chairman – Town Councillor Beecroft-Smith reported that Cllr S Fairbrother was unwell and sent the good wishes of Council. He thanked Cllr D Fairbrother for attending the recent opening of the new cricket nets. He also thanked Mrs J Lea for standing in as the temporary clerk for the meeting
6. **Members of the Public** – A Member of the Public present raised issues with regard to the website and the information contained therein. He passed his full report to the Chairman. He also suggested that there was some breakdown of communication between the Town Council and Spark. It was agreed that Spark was very important to Kesgrave and that a representative of the Finance committee and a representative of Spark should be asked to attend meetings. A member of the public reported that the faded road markings at the entrance to the community centre should be repainted in

order to prevent accidents in the area. The other member of the public did not wish to speak.

7. **County and District Councillors Reports** - Councillors received and noted the written Reports, verbal presentations and asked questions and raised points of clarification. (**Copies with Minute Book**).

The written Report from District and County Councillor Lawson was noted.

District Councillor Lynch did not submit a written Report. He verbally updated the Meeting regarding the boundary changes for Kesgrave. He expressed concern that Kesgrave could be split in two and he did not wish to see this as all the District Councillors worked together to try to unify the community

District Councillor McCallum spoke in favour of Kesgrave becoming a single ward for the same reason as stated by District Cllr Lynch. With regard to overflowing bins at the One Stop shop she suggested that this was caused by discarded packaging by Post Office customers. She suggested that the Town Council contact the shops and ask them to care for their own environment. The normal emptying of the bins takes place on Wednesday and Friday each week. The result of the Bell Lane enquiry is still awaited. Grants have been awarded to the High School to provide 550 i-cards for the children. Flagship Housing has provided £6,000 for new carpets and chairs in The Walk and some new outdoor furniture has been obtained.

Following the reports Cllr Archer suggested that the Town Council should take account of the views of the District Councillors and make suitable response to the Boundary Commission.

8. **Fully-Funded PCSO Report & Safer Neighbourhood Team Police Report in Partnership with Rushmere St Andrew Parish Council** - Councillors received and noted these Reports. (**Copies in Minute Book**) Cllr Comber attended an East Suffolk Community Centre Partnership workshop in July to discuss County Lines issues and concerns. This body is developing a local action plan to raise awareness to keep our communities safe from this threat and the Council will need to play its part. Cllr Comber also attended a local ASB meeting in July and reported on issues concerning Kesgrave. Community Engagement Officers are now in place across the county dedicated to working with their local communities. The Kesgrave officer is Rachael Partridge. Kesgrave's PCSO, Mike Sarbutts, has re-instated Police Surgeries which, it is hoped, will improve local contacts with residents.

9. **Finance and Governance**

- **Schedule of Accounts** – Councillors received, considered and approved, following the vote. Transfers were also agreed (Copy with Minute Book).
- **Other Finance Matters** – There were no matters raised. The Chairman advised Council that, in future the accounts would be shown from meeting to meeting and not monthly as at present.

10. **Planning and Development Committee Meetings Minutes – 18<sup>th</sup> June 2018 & 2 July 2018** – Councillors received and noted the Minutes of the Planning and Development Committee Meetings as above, following the vote. (Minutes in relevant Minute Book). After some discussion it was agreed that, as the Planning and

Development Committee had only suggested that Bell Lane be the boundary between Wards this could be rescinded. Council then agreed unanimously to support the view of the District Councillors and support the One Kesgrave option.

#### **11. Community Services Matters**

- Community Services Matters – No details were reported.

#### **12. Sub-Committees/Steering Groups**

- Play Area and Open Spaces Councillors noted a letter from two members of the public objecting to the new children's play area on land at Kesgrave War Memorial Community Centre. The Council noted that the play area was there before the houses were built, that the play equipment was for the use of children under the age of eleven and that the play area would be closed each evening at dusk. It was agreed to write to the complainants to acknowledge their concerns and advising them that the site would be monitored.
- Transport and Pedestrian Sub-Committee Meeting – There was no report.
- Neighbourhood Plan Steering Group/Sub-Committee – 25<sup>th</sup> June 2018 - Councillors received, considered and agreed these minutes, following the vote. (Minutes in relevant Minute Book). Cllr Archer reported that the Steering Group now had a new Chair and Vice Chair who are both fully committed to the scheme and will move the plan forward.

#### **13. Report from the Clerk and Press Officer** – Councillors received and noted the written Report and update, including the latest local publications, press, radio and social media articles and photograph details. (Copy in Minute Book). It was noted that information from the Town Council is included in the Town Flyer and the In Touch magazine, but more should be done to keep the community informed of the Town Council's activities. It was agreed that all possible avenues should be explored and that the matter be an Agenda item for the next Town Council meeting.

#### **14. Town Councillors Vacancies by Co-option** – Councillors noted that (Section 84, Local Government Act 1972), two co-opted casual vacancies exist. As there was insufficient information to proceed, this was deferred to the next meeting.

#### **15. Chairman/Clerk Other/Urgent Communications** – There were no matters raised.

#### **16. Newsletters & Circulars** – the latest publications were received and noted.

#### **17. Resolution to exclude the Public and the Press** – The Public Bodies (Admission to Meetings) Act 1960 – The Council is asked to consider and agree to exclude the Public and the Press, since publicity would legally prejudice commercial sensitivity and confidentiality.

The members of the public left the meeting.

#### **18. Confidential HR Committee Meeting – 2<sup>nd</sup> July 2018** – The Committee is asked to receive, consider and agree these Minutes, following the vote. (Confidential Minutes Attached).

*This part of the Meeting closed, in order to facilitate the confidential business of the Meeting in closed session.*

**Date of the next Full Town Council Meeting – Monday, 3<sup>rd</sup> September 2018 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.**

**Chairman ..... Date.....**

DRAFT