

KESGRAVE TOWN COUNCIL
Community and Recreation Committee Minutes
Minutes of the Meeting of the Community and Recreation Committee held on the
6 August 2018 at Kesgrave Town Council Offices

Councillors Present:

Councillor A Comber (*Chair of this Committee*)
Councillor D Fairbrother
Councillor A Athwall
Councillor N Beecroft-Smith
Councillor L Ventriglia
Councillor G Lynch

In Attendance:

- Mrs J Catling-Green (Service Development Co-ordinator)
- Mrs J Abbott (Service Development Administrator)
- Town Councillor K Archer

Apologies

- Councillor S Fairbrother
- Councillor R Bridgman

- **Welcome and Apologies for absence** - The Chair welcomed those present. Apologies for absence were received and noted as above.
- **Declaration of interests** – Noted in the declaration of interest's folder.
- **Minutes of the last meeting** - The Minutes of the Community and Recreation Committee Meeting held on the 4 June 2018 were received, considered and approved. (Copy with Minutes).
- **Officer's report/update/matters arising** – None to report.
- **Members of the public** – Councillor K Archer
- **Youth Club** – A risk assessment has been carried out for the Tuesday night youth club. It was reported that at present attendees of the Tuesday youth group were not interested in moving up to the Thursday night club when they become 14. An introductory session to the Thursday club night may be of benefit and the public should be asked their views on the youth club at the neighbourhood plan consultation meeting in October. There were no reportable incidents
- **Millennium Jubilee Hall (MJH)** –
 - Entrance code lock system replacement – Malcolm Clark, hall manager to investigate
 - Projector quotation – Projector installed. HDMI lead outstanding. Malcolm Clark to follow up
 - The new signs have been erected for the Matthew Percy Room
 - Music Licence – Malcolm Clark to investigate further the need for this licence.
- **Kesgrave Market** –
 - A new postcard and some posters will be printed to promote the market. DF requested that a written report from the Market Manager was provided.

- **Protected Spaces Protection Orders (PSPO's)** – The office will keep a log of any anti-social behaviour reported to the office and/or our PCSO M Sarbutts, this will include vandalism and damage to Council property.
- **Community and Recreation Plan/Aspirations** – No update.
- **KTC Street Lighting** – Suffolk Highways will now charge for estimate work on upgrading/changing any Town Council owned street lights. If work is carried out within 3 months of the estimate being provided this cost will be deducted from the completed works invoice. The committee requested for the office to contact another company for a competitive quote.
- **Play Areas, Open Spaces –**
 - There was no further update with regard to Cedarwood Green lighting.
 - KWMCC play area – it was reported that the play area was now open.
 - Annual Tree Survey – This was completed in May 2018 and no emergency works required, however it was noted that the trees which line the pathway in the Lawn Cemetery will need pruning in the near future.
- **Kesgrave Fun Day** – Next year's date agreed for Saturday 8th June 2019.
- **Mobile Skate Park** – Mrs Catling Green advised a proposal had been received for the ramps to be purchased for the sum of £50.00. This was agreed in principle and Suffolk Coastal will be contacted to clarify if they are happy for the ramps to be sold as they were originally purchased from them.
- **Senior Citizens Outing** – Mrs Catling-Green advised that 32 bookings had been made.
- **Christmas Lights Switch on Event** – No further update.
- **Ice Skating Event 2018** – No further update.
- **Evening of Reflection** – No further update.
- **Battles Over a Nation's Tribute** – No further update from the Working Group, however the recent meeting which was postponed will take place in the next few weeks. Cllr S Fairbrother is liaising with KWMCC over the proposed music event.
- **KTC Community and Recreation Awards** – No further update.
- **Ceremonial Robes** – This was discussed at the Finance and Governance meeting on 30 July 2018.
- **Chairman's Reception/Civil Ceremony** – no update
- **Suggestions for Press and Media**
Article for 'In Touch' Magazine on the opening of the new play area at KWMCC.
- **Matters of sufficient urgency and importance** – It was agreed that all banners that have appeared on railings throughout the town that advertise private businesses continue to be removed. A proposed 'Policy' for advertising will be put forward at a future meeting for agreement.
- **Agenda items for next meeting** – No requests.
- **Date of Next Meeting** – Monday 15 October 2018 at 7.15pm in the Council Chamber at the Town Council Offices.

The meeting closed at 18.55hrs

Signed: Chairman.....Date.....