

KESGRAVE TOWN COUNCIL

Community and Recreation Committee Meeting Minutes 15 October 2018

Councillors Present:

Councillor A Comber (*Chair of this Committee*)

Councillor D Fairbrother

Councillor A Athwall

Councillor L Ventriglia

Councillor G Lynch

In Attendance:

- Mrs J Abbott (Service Development Administrator)
- Mr M Clark (Service Development Manager)

1. **Welcome and Apologies for Absence** – There were two apologies of absence received, Cllr R Bridgeman and Cllr S Fairbrother.
2. **Declaration of Interests** – There were two declarations of interest noted, both non-pecuniary, Cllr A Comber Item 8 and Cllr D Fairbrother Item 12.2. (Signed list in the minute folder).
3. **Minutes of the Last Meeting** - held on Monday 6 August 2018 – These Minutes were received, considered and approved by the Committee, following the vote. (Signed copy in the minute folder).
4. **Clerks Report/Update/Matters Arising** – J Abbott advised repairs to the pathway, which runs between Tesco Car Park and Rhymes Nursery have been carried out, due to tree routes breaking through the tarmac.
5. **Members of the Public** – There were no members of the public present.
6. **Youth Club** – Cllr A Comber introduced Mr Malcolm Clark, the newly appointed Service Development Manager. M Clark then provided the meeting with an update on Tuesdays and Thursdays Youth Club (report attached). There were no reportable incidents.
7. **Millennium Jubilee Hall (MJH)** – M Clark provided an update on the hall bookings (report attached). He confirmed at this stage there was no plan to replace the current code lock system and the projector has been installed. He also advised the music licence has not been renewed and the hall booking form has been amended to reflect this. All current regular hirers who play music have also been notified and advised they need to have their own music licence.
8. **Kesgrave Market** – M Clark provided an update on the Market and confirmed this Saturday; 20 October is the markets 7-year anniversary. (report attached).
9. **Protected Spaces Protection Orders (PSPO's)** – no further update.

10. **Community and Recreation Plan/Aspirations** – Cllr A Comber advised he has discussed the aspirations with the Chair of the Neighbourhood Plan.
11. **KTC Street Lighting** – J Abbott advised following the last meeting an independent company has been contacted to see if a quote can be provided for updating KTC street lighting, more information will follow.
12. **Play Areas, Open Spaces** –
 - **Oak Meadow** – J Abbott advised an email has been received from a resident who lives near Oak Meadow, their home has recently been subjected to criminal damage (this matter has been reported to and is being dealt with by the Police). As a result of this incident the resident would like to see the two accesses to Oak Meadow from Shepherds Way and Banyard Close blocked off. The resident believes this will reduce the anti-social behaviour (ASB) and criminal damage in the area. J Abbott advised she has discussed the matter with our PCSO Mike Sarbutts. A discussion took place and a vote was taken for this to not be actioned, voting was unanimous. It was believed this would not reduce any ASB but would greatly affect many residents who use these accesses. J Abbott will contact the resident to advise.
 - **Cedarwood Green lighting** – no further update.
 - **KWMCC Play Area** – J Abbott advised the area is being monitored following the complaint from one nearby resident of noise and ASB. Our PCSO Mike Sarbutts changed his day shifts to work 3pm-11pm on Saturday 13 and Sunday 14 October. Mike provided a report to the office today confirming the resident was asked to call 101 if there were any issues requiring Police attendance as he would be in the area and able to attend. No reports were made to the Police.
Mike added to his report that he visited both the KWMCC Play Area and Oak Meadow over the weekend and there were no issues to deal with. Cllr G Lynch added that as a Trustee of KWMCC and a Town Councillor that he believed the new play area has been greatly received by the Town and is a great asset.
13. **Kesgrave Fun Day 2018/19** – no further update.
14. **Mobile Skate Park** – Cllr A Comber advised following the agreement to allow the mobile skate park and equipment to be purchased from the Town Council there have been some issues on where the equipment can be stored, this is currently under review.
15. **Senior Citizens Outing** – J Abbott advised the outing was attended by 32 residents and a great day was had by all! A provisional date will be made for next year on the provision a booking can be secured at The Hut, Felixstowe.
16. **Christmas Light Switch On event** - J Abbott confirmed all is in place for this year's event on Friday 30 November. J Catling-Green has designed a poster and submitted an article to In-Touch Magazine for Novembers edition.
17. **Ice Skating 2018 event** – J Abbott confirmed all is in place for this year's event on Saturday 1 and Sunday 2 December. J Catling-Green has designed a poster and submitted an article to In-Touch Magazine for Novembers edition. J Abbott confirmed volunteers will be needed over the weekend, Cllrs S Ventriglia and A Athwall said they will be happy to help.
18. **Evening of Reflection** – J Abbott confirmed the event will be at Legion Green as in previous years and J Catling-Green has designed a poster to advertise the event.

19. **The Battles Over** – J Abbott confirmed the recent working group meeting went well and all is in place for the weekend of 9, 10 and 11 November. The Battles Over poppy bags are now on sale. Cllr D Fairbrother gave apologies on behalf of Cllr S Fairbrother for not being able to organise a music / dance event due to her current health.
20. **KTC Community and Receptions Awards** – no further update.
21. **Ceremonial Robes, Chairman’s Reception/Civil Ceremony** – J Abbott advised this will be included within the Community Engagement event being held this Saturday 20 October, to obtain the residents opinion and whether this is something they would like to see.
22. **Cemetery** –
- **Tree Works** - J Abbott confirmed 4 companies were contacted to provide a quote for the tree works which need to be carried out in the Cemetery. 2 companies provided quotes. Quote 1 - £1290.00 + VAT and quote 2 - £1350.00 + VAT. It was suggested, and a vote was taken for the work to be given to the most local company, voting was unanimous.
 - **Cemetery Contractor** - J Abbott advised this will need to go out to tender next March.
 - **Future Management** – J Abbott advised the managing of the Cemetery needs a full review and this will need to be considered for the 2019/20 budget.
23. **Public Phone Boxes in Kesgrave** – J Abbott advised BT have confirmed all disused phone boxes in the Town will be removed by April 2019.
24. **Suggestions for Press and Media** – No items were requested, which have not already been noted.
25. **Matters of sufficient urgency and importance** – Cllr A Athwall gave her apologies for the next meeting – 10 December.
26. **Agenda items for the next meeting** – none requested.
27. **Date of next meeting** – Monday 10 December 2018 at 7.15pm in the Council Chamber at the Town Council office.

(meeting closed at 8.26pm)

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