

KESGRAVE TOWN COUNCIL

Minutes of the Full Town Council Meeting held on 28 October 2019

Councillors present:

N Beecroft-Smith (*Chairman of the Town Council*)
P Carr
A Comber
D Fairbrother
R Gibson
G Lynch
J Ogden (*Vice-Chairman of the Town Council*)
B Patten
D Shaw
S Ventigila
G Ward

Officers present:

J Abbott – Town Clerk
A Dougall – Responsible Financial Officer (RFO)

1. Welcome and to Receive and Accept Apologies for Absence – The Chairman welcomed those present. Apologies for absence were received from Councillors K Archer, reason-personal and A Athwall, reason-personal. Following the vote these were agreed and accepted.

2. Declaration of Interests – Cllr A Comber, Non-Pecuniary interest for item 12c. – Director of RFC and Scout Leader. Cllr J Ogden, Non-Pecuniary interest for item 12c. – Scout Leader.

3. Minutes of the last Meeting – 30 September 2019, Full Council received, considered and agreed following the vote. (9 agreed, 1 abstention).

(Cllr B Patten arrived at this point – 7.17pm)

4. Chairman's Communication – Cllr N Beecroft-Smith wished to thank all the staff for their hard work in putting all the upcoming events together and highlighted the events are; Fireworks, Lighting of the Beacon, Remembrance Service, Christmas Tree Switch On, Ice Skating and Evening of Reflection. The Chairman asked all Cllrs to support these events.

5. Clerks/Officer Report/Update – J Abbott advised that despite the office writing to Royal Mail and chasing a response, we have been unable to clarify the situation with regard to parcel/package collections. J Abbott confirmed following the meeting on 30 September Cllr D Shaw had put some notes together on the Climate Emergency and these had been sent to Cllrs Beecroft-Smith and Ogden, who were looking to set up a meeting to discuss further. Cllrs Comber and Patten confirmed they wish to also be involved, all Cllrs concerned will agree a meeting date. J Abbott confirmed she is attending a bus meeting tomorrow at Martlesham and will also be attending the ESC Community Workshop at KWMCC tomorrow evening with Cllr Comber.

6. Members of the Public – 1 member of the public present but didn't wish to speak.

7. County and District Councillor Reports – J Abbott provided a verbal update she had received from County Cllr Lawson. Cllr Lawson advised there has been a County Cabinet re-shuffle, with Cllr Andrew Reid now being the Cabinet Member for Highways, Transport & Rural Affairs. Cllr Lawson has requested a meeting with Cllr Reid to discuss the ongoing issues within Kesgrave. Cllr Lawson confirmed Cllr Mary Evans (the previous Cabinet Member for Highways, Transport & Rural Affairs) has been in direct contact with the family member concerning the fatal RTA at Foxhall Road/Bell Lane in June and Officers are looking at long term solutions for this junction, which include speed reductions. Cllr Lawson will also be attending the Bus meeting at Martlesham tomorrow. District Cllr Lynch confirmed he had been in contact with a few residents regarding flooding near their homes, however confirmed this will need to be dealt with by County Cllrs.

8. Partnership Funded PCSO – The PCSO reports were noted and J Abbott apologised these were not sent out earlier. However, most of the issues PCSO Read has dealt with this last month have concerned Rushmere St Andrew. Cllr P Carr highlighted the 'Robbery' listed on the statistics report from PCSO Read, can the Town Council have more information, as this may be alarming to some residents. J Abbott confirmed she will refer to PCSO Read for some more information. Cllrs also requested if the PCSO could provide some figures on crimes, which have been solved etc. J Abbott will discuss with PCSO Read. (Copy of reports in minute book).

9. Finance & Governance –

- a. Schedule of Accounts – Payments only, no receipts for the period of 30.09.19 to 27.10.19. These were presented and following the vote agreed by Council.
- b. Transfers from Savings Account – A Dougall confirmed no transfer actioned since 25.09.19. This was noted by Council.
- c. Forecast Income & Expenditure Report for 2019/20 (based on actuals to 30 September 2019) – A Dougall confirmed the report had been sent out and that the Chair and Vice Chair of F&G will be meeting with her to discuss the 2020/21 Budget on Monday 4 November. A Dougall asked for any budget requests to me made to her ahead of this meeting if possible. Cllr Patten wanted to ensure there is a budget for youth provision – Youth Club/Detached Youth Worker etc.
- d. Health & Safety Policy – J Abbott confirmed she will go over this with Cllr Ogden on Monday 4 November when he's in the office.

10. Planning & Development –

- a. Planning & Development Committee meeting minutes; 30 September and 14 October – these were received and noted.

11. Neighbourhood Plan (NP) – Cllr R Gibson provided a detailed update, the main points were;

- Following the last Full Council meeting the NP and three dozen ancillary documents were formally submitted on 4 October by J Abbott to ESC under Regulation 15. Receipt was acknowledged by ESC on 8 October.
- On 18 October ESC reverted on our submission with 45 comments on the documents submitted.
- ESC objections to Policy KE1 and its supporting narrative in Section 5.
- An oversight by J Abbott. During Regulation 14 public consultation Ipswich Clinical Commissioning Group were not contacted, which was on the list of statutory bodies ESC provided, that had to be written to.
- SEA/HRA rescreening will now be necessary because of the late introduction of policy KE10 on bus services.

12. Community & Recreation –

- a. Foxhall Road, Kesgrave – J Abbott reiterated the update she had received from County Cllr Lawson (covered under item 7.) Town Cllrs requested to be involved with this consultation process with SCC Highways, J Abbott will discuss this with Cllr Lawson.
- b. Bus Services – Cllr D Fairbrother confirmed he attend, along with Cllr Gibson the bus meeting, which was held on 15 October at Woodbridge. The meeting was well attended by Cllrs and Representatives from many local Towns/Parishes. There is a lot of work that needs to be done but the meeting was a positive starting point. The next meeting is tomorrow at Martlesham Parish Council, which both Cllrs Fairbrother and Gibson are attending, with J Abbott. Our PTLO, Sue Hall is chairing the meeting. J Abbott confirmed the amount of work which is needed is above and beyond what should be expected of Sue Hall, a volunteer and to continue to move forward with all these issues this needs to be addressed. (Copy of bus meeting minutes 15.10.19 attached to these minutes).
- c. Rupert Fison Square – J Abbott advised some works had been undertaken on the square for a gas supply to be installed to one of the Tesco units, however no permission or consultation with either the Town Council, the NHS building or Scout Group had been carried out. This has caused many issues, which all parties are now involved in and trying to resolve. One issue the Town Council has, is damage has been caused to some of the block paving in the square by a contractor. This has resulted in sunken areas and the Scout Group were advised a person had tripped and fell.

13. Report from Clerk and Press Officer – J Abbott reiterated the Chairman’s comments on all the upcoming events and asked for as many Cllrs as possible to volunteer their time to help. J Abbott highlighted the importance of these events in engaging with our community.

14. Other /Urgent Communications – J Abbott confirmed the Chair had been contacted by a resident concerning parking near their home and if the Town Council would consider having a ‘No Parking’ sign (or something to that effect) installed. The resident also came into the office last week and J Abbott was able to have a full discussion with them. The land concerned is not owned by the Town Council and Suffolk County Council Highways have confirmed ownership. Following a discussion, it was agreed that as the land is not owned by the Town Council, they would not be able to support a request for signage. However, our County Cllrs should be made aware and their details passed onto the resident.

(The one member of the public left at this point – 8.25pm)

15. Date of Next Meeting - The next scheduled meeting will be held on Monday 25 November at 7.15pm, in the Council Chamber of the Town Council Offices. J Abbott gave her apologies for this meeting.

16. Agenda Items for Next Meeting – None.

17. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960 – Full Council considered and agreed following the vote.

Agenda items 18a, 19 a&b, and 20 a&b were then discussed in the CONFIDENTIAL part of this meeting.

(This part of the meeting finished at 8.27pm)

Chairman**Date.....**