

# **KESGRAVE TOWN COUNCIL**

## **Minutes of the Full Town Council Meeting held on 17 February 2020**

### **Councillors present:**

K Archer  
A Athwall  
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*)  
D Shaw  
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 Cllr B Patten, reason-personal and Cllr S Ventriglia, reason-personal. Following the vote these were agreed and accepted.

**2. Declaration of Interests** –Cllr A Comber, Non-Pecuniary interest for item 9a and 13c – Scout Leader, IT services and Director of RFC. Cllr J Ogden, Non-Pecuniary interest for item 9a – Scout Leader.

**3. Minutes of the last Meeting** – 20 January 2020, J Abbott advised the statement from the Chair of Spark, which was discussed under item 9.a had not been noted in the draft minutes which were circulated. An amendment was read out to be added to the minutes, which Full Council received, considered and agreed the amended minutes following the vote. (10 agreed, 1 abstention).

**4. Chairman’s Communication** – None.

**5. Clerks/Officer Report/Update** – None.

**6. Members of the Public** – 3 members of the public were present along with ES and SC Cllr S Lawson and the Towns Public Transport Liaison Officer (PTLO). 1 member of the public wished to speak and requested for the lights to be turned back on at Cedarwood Green MUGA, they advised in the darker months they are unable to use the facility to play basketball as by the time they return home from work it’s too dark. The PTLO confirmed they were here to discuss any bus issues and were aware it was an agenda item for this evening. They also wished to see if the Town Council could assist with a parking issue on Cambridge Road. Parked vehicles are blocking the pathway along Cambridge Road near to the junction with Main Road. The pathway is unusable for wheelchair users and buggies. J Abbott confirmed she will report to the Towns PCSO. Another member of the public stated work had begun on the Mead Drive land.

The Chairman asked for Council to agree for part of Item 13.a Community & Recreation minutes to be moved forward to enable Cedarwood Green MUGA lights to be discussed. Council agreed. Following a lengthy discussion, it was proposed, seconded and agreed for the office to

investigate having the lights turned back on till 8pm for a trial period, which included consultation with local residents. (9 agreed, 2 against who were Cllr Fairbrother and Cllr Lynch and they requested for this to be recorded in the minutes).

*(Cllr D Fairbrother declared a non-pecuniary interest – Item 13.a – local resident)*

*(2 members of the public left the meeting – 7.34pm)*

**7. County and District Councillor Reports** – ES and SC Cllr S Lawson spoke on several Highway issues he has been dealing with, which include the High School, Bell Lane, the budget for sign cleaning/line markings for schools in Suffolk. Cllr Lawson hopes to work with the Clerk for possible additional signage, safety measures for our local schools. Assisting our PTLO with bus issues and committed to arranging a meeting with the PTLO and the SCC Portfolio holder. G Lynch advised of issues with the ESC Auditors which he is involved with. Spoke about meeting with new civil parking enforcement management team and how the new legislation could affect the role of our PCSO. Cllrs requested for our SLA with the Constabulary to be reviewed. J Abbott advised this does not form part of the SLA, the PCSO has monthly priorities and one of these may concern parking, however, is not yet fully clear how the new legislation will work and the possible impact on what are currently Policing matters. Four residents have contacted Cllr Lynch with regards to streetlights on 24-7 along the original 66 bus route which did run into the early hours and can these now be turned off. J Abbott will contact the streetlighting department at SCC.

**8. Partnership Funded PCSO** – J Abbott confirmed PCSO Gemma Read provided a final report which was given today, although she is no longer our Partnership Funded PCSO. The new PCSO has started their in-post training and will meet with J Abbott tomorrow along with the Clerk from Rushmere St Andrew. Cllrs asked if moving forward the PCSO should still be providing a written report. J Abbott advised this can be reviewed and discussed with our new PCSO, however, historically the reports have been requested by Council as part of the SLA. J Abbott advised the bike marking event went well at the Market despite the bad weather. J Abbott also highlighted the work the PCSO does with our Schools and that they have been into the schools to give talks on online safety, use of social media etc.

## **9. Finance & Governance –**

- a. Schedule of Accounts – payments for the period 20.01.2020 to 16.02.2020 were presented and following the vote agreed by Council.
- b. Transfer from Savings Account – The transfers made on 5 February 2020 were presented and following the vote agreed by Council.
- c. End of Year Financial Forecast 2019/20 – A Dougall presented the Forecast Income & Expenditure Report 1 April 2019 to 31 March 2020 (based on actuals to 31 January 2020).

A Dougall also confirmed:

- David Hunt (Internal Auditor) has agreed to conduct the annual internal audit on 6 May 2020.
- The precept requirement request letter with a supporting budget report was submitted to East Suffolk Council on 21 January 2020 by email.

## **10. Planning & Development –**

- a. Planning & Development Committee meeting minutes; 20 January 2020 and 3 February 2020 – these were received and noted.

**11. Neighbourhood Plan (NP)** – Cllr R Gibson confirmed the NP is now at Reg 16 – Consultation, 24 January – 6 March 2020.

## **12. Suffolk County Council (SCC) Highways proposals –**

- a. Foxhall Road / Bell Lane – revised speed limit proposals; following a lengthy discussion it was proposed, seconded and all agreed the Town Council would like to see the 30mph speed limit, which currently starts / finishes at Foxhall Stadium, Foxhall Road extended past the Bell Lane junction.
- b. Dr Watsons Lane – proposal for Traffic Regulation Order; following a lengthy discussion it was proposed and seconded for restricted use – voted against (4 for, 6 against, 1 abstention). A further proposal, which was seconded and agreed (9 for, 1 against, 1 abstention) that the Town Council are NOT in support of the implementation of the Traffic Order, for either the prohibition at all times or just peak times. The Town Council would like to see the ‘Keep Clear’ road markings at the junction of Dr Watson Lane / Main Road re-instated, or alternative road markings to ensure all road users travelling from Ipswich towards Woodbridge, do not block the entrance.

*(ES & SC Cllr S Lawson left the meeting at this point 9.05pm)*

## **13. Community & Recreation –**

- a. Minutes – these were noted with the following items discussed and agreed;
  - Thursday Night Youth Club – it was advised that due to very low numbers the decision had been made by Orwell and J Catling-Green to close the club, this will be in the next few weeks. J Catling-Green is working on new ideas for the older teens in the Town.
  - Estate Operatives Vehicles – Following a lengthy discussion it was proposed, seconded and agreed to purchase a vehicle (9 agreed 2 abstentions).
- b. Bus Services – J Abbott confirmed Sue Hall our PTLO is continuing to pursue many issues with the bus services and is doing excellent work. It was acknowledged that for Sue to move forward she can only do this with having a meeting with SCC Highways Cabinet Members.
- c. Rupert Fison Square – no further update.
- d. Woodbridge and District ASB Meeting 28 Nov 19 – Cllr A Comber confirmed he attended the meeting and provided a brief update, highlighting the issues with the 101 phone line holding times and issues with street parking.
- e. East Suffolk Community Safety Partnership Planning Event 3 Feb 2020 – Cllr Comber provided a brief report on the event he attended, which covered issues like domestic violence, hate crime and county lines. He found the event very informative.

**14. Climate Emergency Working Party** meeting held on 11 February 2020 – the meeting went well. The group agreed on the following statement; *‘Kesgrave Town Council supports East Suffolk Council’s declaration of a Climate Emergency and will work with them in their aspiration to become carbon neutral by 2030’*, following the vote this was agreed by Council. The group also discussed Terms of Reference and an Action Plan document. The next meeting is scheduled for Tuesday 14 April at 7.15pm at the Town Council office.

**15. Suffolk Association of Local Councils (SALC) –** The first joint SALC East Suffolk Forum held 24 Jan 2020 – Cllr R Gibson advised 35 persons present, which was a very good attendance. They discussed the offshore proposals affecting some Councils and the planning questionnaire that over 100 people completed, which was a very good response. SALC will be looking to work with District Councils/local planning Authorities, which will benefit local Parish/Town Councils. Cllr Gibson wished to acknowledge and thank Cllr Archer for his excellent work in pursuing the planning issues with SALC.

**16. Report from Clerk and Press Officer –** J Abbott advised she attended, along with Cllr Comber and J Catling-Green a ‘Rights to Bid’ training workshop held by ESC. The workshop was very informative on how and why local Town/Parish Councils list Community Assets. J

Abbott also advised she will be attending the ESC Partnership workshop on Thursday 20 February at Martlesham with Cllr Comber.

**17. Other /Urgent Communications** – Cllr Carr mentioned cost of cameras for Cedarwood MUGA, he will discuss this further with J Catling-Green.

**18. Date of Next Meeting** - The next scheduled meeting will be held on Monday 16 March 2020 at 7.15pm, in the Council Chamber of the Town Council Offices. J Abbott gave her apologies.

**19. Agenda Items for Next Meeting** – None.

*(The 1 remaining member of public and the PTLO left the meeting at this point – 9.19pm).*

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

Agenda items 21a, 22a & b and 23a & b were then discussed in the CONFIDENTIAL part of this meeting.

*this part of the meeting finished at 9.20pm*

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