

# KESGRAVE TOWN COUNCIL

## Minutes of the Full Town Council Meeting held on 20 January 2020

### **Councillors present:**

A Athwall  
N Beecroft-Smith (*Chairman of the Town Council*)  
A Comber  
D Fairbrother  
G Lynch  
J Ogden (*Vice-Chairman of the Town Council*)  
B Patten  
D Shaw  
S Ventriglia  
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 K Archer, reason-personal, Cllr P Carr, reason-work and Cllr R Gibson, reason-personal. Following the vote these were agreed and accepted. Apologies also noted from District and County Cllr S Lawson, reason – SCC meeting.

**2. Declaration of Interests** – Cllr A Comber, Non-Pecuniary interest for item 9a and 12c – Scout Leader, IT services and Director of RFC. Cllr J Ogden, Non-Pecuniary interest for item 9a – Scout Leader. Cllr Beecroft-Smith, Non-Pecuniary interest for item 9a – Chairman's Allowance.

**3. Minutes of the last Meeting** – 25 November 2019, Full Council received, considered and agreed following the vote. (8 agreed, 1 abstention).

**4. Chairman's Communication** – Cllr N Beecroft-Smith wished to thank all the staff and the Councillors which volunteered for the great success of all the events which took place in December on the lead up to Christmas. He also wished everyone a Happy New Year.

*(Cllr D Shaw arrived at this point – 7.18pm)*

**5. Clerks/Officer Report/Update** – J Abbott advised she attended the ESC Chief Ex Town Clerks meeting on Friday 17 January, where the new Civil Parking Enforcement was discussed. There was also a brief presentation from Phil Gore who is Head of Environmental Services on Climate Emergency. J Abbott confirmed she attended a meeting at the Highschool in December along with SC Cllr S Lawson and other stakeholders to discuss the schools concern over road safety. Cllr Patten asked about the current issues with Bus Services, J Abbott confirmed she's working with our PTLO, Sue Hall who has raised all the complaints we have received with the relevant authorities. The office staff have also been in contact and met with staff of KWMCC with a view to working more closely together for the benefit of our community.

**6. Members of the Public** – 2 members of the public present along with ES Cllr D McCallum. 1 member of the public made reference to the suggestion of the Town having 'Town Rangers', J Abbott confirmed this was discussed at the meeting on 25 November, where Council agreed that the residents that wish to pursue this matter need to make direct contact with the Council. Cllr

McCallum asked about the signage for outside Heath Primary School and when would this be discussed as requested. J Abbott advised she was awaiting to discuss at a meeting with SC Cllr Lawson and SCC cabinet members, which included several issues concerning school safety and apologised this had not been better communicated with her.

**7. County and District Councillor Reports** – ES Cllr G Lynch confirmed he had attended many meetings over the last few weeks at ESC. He has also had complaints from residents over potholes, which is a SCC Highways issue. G Lynch also advised with his ESC enabling budget he has funded water fountains, which are to be installed at the Town Council Office and MJH. Cllr Patten asked both ES Cllrs what their thoughts were on the proposed increase for their allowance. Both Cllr McCallum and Cllr Lynch confirmed they supported this increase and discussed the reasons for this. Cllr McCallum advised of recent work she had undertaken with assisting residents with many issues. Cllr McCallum also spoke of the intergenerational workshop making Christmas wreaths she was involved with, with some of the Towns elderly residents and the Highschool, which was a great success. Cllr McCallum also discussed the work she is involved in with County Lines.

**8. Partnership Funded PCSO** – J Abbott confirmed no written report had been received from PCSO G Read, however, she has met and spoken with Gemma several times over the last few weeks concerning ASB and parking issues. PCSO Read will also have a stall at the February Kesgrave Market to mark and identify people's bikes, this follows some recent thefts of bikes in Kesgrave.

#### **9. Finance & Governance –**

- a. Finance and Governance meeting minutes 13 January 2020 – these were received (copy attached).
  - Draft Budget 2020/21 (paper attached) – this was proposed, seconded and following the vote agreed (9 agreed, 1 against).
- b. Schedule of Accounts – payments for the period 25.11.2019 to 19.01.2020, following the vote this was agreed by Council.
- c. Internal Audit – A Dougall advised she needs to appoint an internal auditor, following a vote all agreed for Mr Hunt to be contacted again.
- d. Climate Change Working Party – J Abbott advised she will arrange a meeting for the group to meet ahead of the next Full Council meeting.

#### **10. Planning & Development –**

- a. Planning & Development Committee meeting minutes; 25 November 2019, 9 December 2019 and 6 January 2020 – these were received and noted.

*(Cllr D McCallum left the meeting – 8.15pm)*

**11. Neighbourhood Plan (NP)** – J Abbott confirmed on 10 January 2020 the NP along with all supporting documentation was submitted to ESC for Reg 15. However, an email response was received seeking some further clarification. Cllr and Chair of the NP R Gibson will respond by the end of the week.

**12. Community & Recreation** – J Abbott apologised the C&R minutes from 9 December 2019 were not listed as an agenda item but were attached for reference. These were noted.

- a. Foxhall Road, Kesgrave – J Abbott confirmed she was hoping to discuss this matter at the meeting she was due to attend Wednesday with SC Cllr Lawson and Cabinet Members, which has now been cancelled.
- b. Bus Services – J Abbott confirmed Sue Hall our PTLO is continuing to pursue many issues with the bus services and is reporting all complaints she and the office receive.
- c. Rupert Fison Square – J Abbott confirmed the matter is still with the Solicitors, however the issues with the services / block paving have mostly been resolved.

- d. Woodbridge and District ASB Meeting 28 Nov 19 – Cllr A Comber confirmed he attended the meeting and provided a brief update, which included reporting on the recent bike thefts in Kesgrave and the work our Partnership Funded PCSO does, which was of interest to some other Parishes. The next meeting is on Thursday 23 January 2020, which he will be attending.

**13. Suffolk Association of Local Councils (SALC) –** SALC Area Forum on 25 Nov 19 – the paper Cllr R Gibson provided was noted (paper attached).

**14. Report from Clerk and Press Officer –** J Abbott reiterated the Chairman’s thanks regarding all the hard work by the office staff in organising all the successful events leading up to Christmas.

**15. Other /Urgent Communications –** None.

**16. Date of Next Meeting -** The next scheduled meeting will be held on Monday 17 February 2020 at 7.15pm, in the Council Chamber of the Town Council Offices. Cllr S Ventriglia gave her apologies.

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

*(The 2 members of public left the meeting at this point – 8.32pm).*

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

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

*this part of the meeting finished at 8.34pm*

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