

**Community and Recreation Committee Meeting Minutes**  
**14 September 2020 7.15pm**

**Councillors Present:**

Councillor A Comber (*Chair of this Committee*)

Councillor P Carr

Councillor J Ogden

Councillor D Shaw

Councillor A Athwall

Councillor K Archer

**In Attendance:**

- Mrs J Catling-Green Events & Estate Manager

1. **Welcome and Apologies for Absence** – The Chairman of the Committee, welcomed those present to the second virtual Teams meeting of the Community and Recreation Committee. Apologies received from G Lynch (work)
2. **Declaration of Interests** – Cllr Comber – Kesgrave Scouts and Rupert Fison Square. Cllr Ogden – Kesgrave Scouts
3. **Minutes of the Last Meeting** - held on Monday 15 June 2020 – These Minutes were received, considered, and approved by the Committee
4. **Officer Report/Update/Matters Arising** – None
5. **Members of the Public** – None
6. **Youth Club** – New contract with 4YP agreed for 48 weeks per year. The Hang Out will operate on a Thursday from 5.30 to 7pm for year 7 and 7.15pm to 8.30pm for years 8 and 9 at the Millennium Jubilee Hall. JC-G and Cllr Comber have also been liaising with Level Two, which has offered to come to Kesgrave one evening with their mobile unit for years 10 and 11. Day and location of vehicle to be confirmed.
7. **Millennium Jubilee Hall (MJH) / Millennium Sports Ground (MSG)** –
  - a. The Millennium Jubilee Hall is Covid secure. Thanks, were given to the two Estate Operatives who have thoroughly deep cleaned the hall. All risk assessments have been completed by KTC and the regular hirers.
  - b. The football pitches will be marked out on Friday by Vertas for the up coming season. KTC are waiting for confirmation from the Kestrels Football Club and the FA on the major works to repair the pitches. It is hoped this will be carried out at the end of the season.
8. **Play Areas, Open Spaces** –
  - a. Pergola Piece works that have been agreed with Norse and the Conservation Project Group to improve the centre circle are being pursued for completion.

- b. Cedarwood Green- Cllr Carr confirmed he had sent an email to County regarding the turning on of the lights and would contact them again for a reply. It was discussed that in lieu of Covid, it may be best not to initiate the turning of the lights whilst the 6-person rule is in place. However, it was agreed this needed addressing for the future.
  - c. Tree Survey – J C-G confirmed the annual tree survey had been carried out. Work is planned to commence at the end of September. It was agreed that any trees that are felled, new trees are planted if the location is appropriate. It was noted that several new trees have been planted around Kesgrave through the Conservation Group.
  - d. Play Area adoptions – JC-G confirmed that this issue is ongoing.
- 9. **Events –**
  - a. The majority of KTC's events have been cancelled. JC-G confirmed at present the Ice Skating would be going ahead on Friday 27<sup>th</sup> November from 3.30pm and all day on the 28<sup>th</sup> and 29<sup>th</sup> November. Volunteers were requested.
  - b. Remembrance – KTC will await details from the Royal British Legion on Covid secure events.
- 10. **Kesgrave Market –** Kesgrave Market is still operating a click and collect system and open on the day. New stalls include honey, charity cake stall and Country Markets.
- 11. **Estate Operatives –** The closing date for the Estate Operative applications is Wednesday 16<sup>th</sup> September, 10 applications have been received so far.
- 12. **Other requests –**
  - a. Outdoor sockets at Council Office and MJH. New outdoor sockets have been arranged at the MJH and a new socket and fuse box at the office is required. Works should be completed by the end of September.
  - b. JC-G updated that littering seems to be on the increase, some by humans' others by seagulls and foxes removing items from bins. JC-G is looking into installing new larger bins at Rupert Fison Square, like those at the MJH and by the High School.
- 13. **Cemetery Update –**
  - a. The fees for the cemetery have not increased since 2016. A table of other district charges was circulated. It was agreed to follow the other authorities on a zero charge for a body of a still born child or body of a child 12 months – 12 years. Other fees were increased as follows:  
Internment of body 13+ years from £117 to **£125**  
Cremated remains Internment 12+ years from £38 to **£45**  
Cremated remains in Garden of Remembrance from £38 to **£45**  
Monument/Gravestones Tablet & Monumental Inscriptions from £75.00 to **£80.00**  
Additional Inscription from £9.00 to **£15.00**
  - b. One tender had been received for the Cemetery Contract. It was confirmed that it was from the contractor who has undertaken the work for the past four years. The cost of the contract had risen for the first time since 2016 by approximately £300. The contract value is for £3k. All agreed.
- 14. **Suggestions for Press and Media –** Ice Skating will be fully promoted in November edition.
- 15. **To receive** such other communications or matters of sufficient urgency and importance that the Chairman will allow for discussion (to be notified to the office by 12noon on the day of the meeting) – Cllr Shaw raised the conditions of the Nock Gardens play area. JC-G confirmed that the area is in ownership of East Suffolk Council and that she would contact them to see if they had any plans for its refurbishment.

16. **Agenda Items for Next Meeting** – To consider any matters that members would like to discuss at the next meeting on Monday 7 December at 7.15pm (*meeting closed at 7.55pm*)

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