

# **KESGRAVE TOWN COUNCIL**

## **Minutes of the Full Town Council Virtual Teams Meeting held on 15 February 2021**

### **Councillors present:**

K Archer  
A Athwall  
N Beecroft-Smith (*Chairman of the Town Council*)  
P Carr  
A Comber  
D Fairbrother  
R Gibson  
J Ogden (*Vice-Chairman of the Town Council*)  
B Patten  
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 N Beecroft-Smith welcomed those present and confirmed meeting etiquette. Apologies were received from Cllr G Lynch, reason work. Cllrs D Mears and A Cook were experiencing technical issues. Following the vote this were accepted.

**2. Declaration of Interests** – Cllr A Athwall, Non-Pecuniary interest for item 9c. member of the Library Community Group.

**3. Minutes of the last Meeting** – held on 18 January 2021, following the vote these were agreed. Cllr Carr abstained.

**4. Chairman's Communication** – nothing to report.

**5. Clerks/Officer Report/Update** – J Abbott confirmed a thankyou had been received from SARS for their grant. East Suffolk Council are promoting how to improve our recycling – leaflets have been posted to all households. Following the recent bad weather some bins have not been emptied, Norse hope to have caught up by the end of the week and have asked for any bins which haven't been emptied to be left out.

**6. Members of the Public** – none.

**7. County and District Councillor Reports** – District and County Cllr S Lawson provided a bullet point report to the Clerk. J Abbott advised the following: Bin collections, catching up this week. Last month advised some Budget left, this has now been used by the High School for benches and work on Mental Health. Supporting local businesses on how to apply for Covid support grants. Confirmed he will again be standing for County Cllr in May elections. Supporting the office with tree / hedge issues, which involve SCC Highways. The Chair Cllr Beecroft-Smith confirmed if Cllr Lynch joins meeting later, he will allow him to provide report.

**8. Partnership Funded PCSO Reports** – these were noted.

## **9. Finance & Governance –**

### **a. Schedule of Accounts –**

- List of Payments for the period 18/01/2021 to 14/02/2021 – all accepted and agreed following the vote.
- List of Receipts for the period 18/01/2021 to 14/02/2021 – all accepted and agreed following the vote.

b. Transfer from Savings Account – the transfers made during January 2021 were agreed following the vote. The transfer from the KTC Card Payments Account to the Current Account for the January 2021 market was noted.

c. Library Report – funding requested for Qtr. 2 and Qtr. 3. A Dougall explained that the Library has been closed for part of these periods due to Lockdown but have been offering alternative services, for example, on-line services, reduced numbers to browse books when open, extra cleaning, individual contact to Kesgrave residents. It was hoping to reopen from 16/02/2021 (Covid compliant) to allow book collection. The funding request for 2020/21 was reduced by the Library from £15,509 to £10,000 as a result of Covid19. All agreed, following the vote, to approve the 2 payments for both quarters, totalling £5,000 (£2,500 per quarter).

d. MJH - outstanding hirers' payments (debtors) – A Dougall explained that there are 2 hirers that have not paid for hiring the MJH following the first lockdown in March 2020. During this unusual period in March, hirers were given 3 options to pay as a goodwill gesture by KTC: to pay in full, instalments or defer payment until classes resumed. Historically, regular hirers are invoiced at the end of the month of hiring. No response has been received from 2 hirers following several emails (the potential debt totals £706.75). The Councillors agreed that the hirers should be issued with a formal letter via registered post as the debt was incurred before lockdown and it would be unfair to other paying hirers if the debt is not paid.

**10. Planning & Development –** Committee meeting minutes; 18 January 2021 and 1 February – these were noted. Chair of P&D Cllr Gibson advised the Referendum for the Neighbourhood Plan is still due to go ahead, as are local elections in May, currently awaiting a date and more details from ESC. When we have a confirmed date, we will need to consider how we are going to publicise, leaflets etc.

## **11. Community & Recreation –**

### **a. Community & Recreation Committee meeting minutes; 1 February 2021 (copy attached).**

- Purchase of container for storage of EO equipment to be placed in Council office car park – Cllr Comber advised of the proposal put forward by C&R, following a discussion, Cllr Carr proposed, and Cllr Gibson seconded for the container to be purchased, following the vote this was agreed.
- To book attractions for 2021 KTC events, with possibility of non-refundable deposits – Cllr Comber and J Abbott confirmed the proposal by the C&R Committee, following a discussion it was proposed by Cllr Gibson and seconded by Cllr Ward to move forward with booking attractions for KTC events after June, following the vote this was agreed.

**12. A12 Scheme (A14 "Seven Hills" to A1152 Woods Lane) – Consultation Tues 9 Feb 2021– Fri 19 Mar 2021.** (All details are available at; [www.suffolk.gov.uk/A12improvements](http://www.suffolk.gov.uk/A12improvements)) – Following a discussion it was agreed for Cllrs to email the Clerk with their comments to this consultation, this will then be put together in a report for consideration as Kesgrave Town Council's official response, at the next full Council meeting. All Cllrs were also encouraged to complete the consultation as resident's and encourage other members of the community to do so.

**13. Report from Clerk and Press Officer –** None.

**14. Other /Urgent Communications** – The Chair, Cllr Beecroft-Smith advised Cllr Carr has requested to discuss Cedarwood Green, due to this including quotes it was proposed for this be discussed as item 20 in the confidential session, following the vote this was agreed.

**15. Date of Next Meeting** - Monday 15 March 2021 at 7.15pm, online via Microsoft Teams.

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

*this part of the meeting finished at 8.00pm*

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