

KESGRAVE TOWN COUNCIL

Minutes of the Full Town Council Meeting held on 21 February 2022

Councillors present:

A Athwall
N Beecroft-Smith (*Chairman of the Council*)
P Carr
A Comber
A Cook
R Gibson

District & County Cllrs D McCallum and S Lawson

Officers present:

A Dougall – Responsible Financial Officer (RFO)

1. Welcome and to Receive and Accept Apologies for Absence – The Chair, Cllr Beecroft-Smith welcomed all those present to the meeting. Apologies received from; Cllr Lynch-work, Cllr Mead-personal, following the vote these were accepted. Apologies also noted from the Clerk, J Abbott.

2. Declaration of Interests – None.

3. Minutes of the last Town Council Meeting – held on 24 January 2022, following the vote these were agreed.

4. Chairman's Communication – Cllr Beecroft-Smith confirmed that one Oak tree has been planted at Grange Meadow and there will be an official planting for the other tree at Oak Meadow on 11 March 2022 to commemorate the Platinum Jubilee. The recent storm and high winds had caused some street lights to spin sideways.

5. Clerks/Officer Report/Update – J Abbott provided the following report:-

- MJH closed Fri – due to storm – all hirers informed (office staff worked from home).
- 4YP 3yr contract completed and signed by both parties.
- Oak Meadow safety surfacing work ordered and due to commence w/c 28 Feb
- All office staff and 3 estate operatives have completed and passed the 1-day Emergency First Aid training.
- The first of the two oak trees from ESC for 'Treebilee' has been planted on Grange Meadow and ESC included this with photo in their press release.
- Has attended many virtual meetings including, ESC Chief Ex meeting, SALC larger Council forum, a social media health check
- Has confirmed KTC interest in the 'ESC Community Governance Review'- as previously advised we can look to reduce Cllr No's 16-14, however due to the SCC Boundary review, we cannot look to change our boundaries from East and West to 'One'. If anyone would like further clarification on this then contact the Clerk or speak directly to Karen Last at ESC.
- Thank you messages have been received from St Elizabeth Hospice and SARS for KTC Grants.
- SCC Street Lights - Rushmere St Andrew and Kesgrave works notification: Suffolk LED upgrade 2021/22 (email received from SCC & already sent to all Cllrs for info). Works

due to commence first week of March. The Clerk has also requested quote for updating KTC owned street lights – awaiting further details.

A Dougall confirmed that the 2021/22 National Salary Award has still not been agreed. The budget for 2021/22 includes an estimate of 2% (1.75% was rejected by the unions). Mr Hunt has agreed to carry out the Internal Audit for the year ending 31 March 2022.

6. Members of the Public – None

7. County and District Councillor Reports – County & District Cllr Lawson summarised his report for February 2022.

- Heath School visit – there is a problem with parking near all Kesgrave schools and a high-level plan is needed. Parking spaces are provided near the school so there is no reason to park on the verges etc.
- Highways – Cllr Lawson has created a customer reference number for issues raised by local residents. Residents can also use the SCC Highways reporting tool on-line. Highways to be notified that 5 streetlights were rotated during the recent high winds.
- Jubilee – SCC will be waiving the fee to close the road for street parties.
- Kesgrave Library – Award winning library
- Underpasses – all LED lights have been installed.

Cllr Lawson's full report will be made available to all Councillors.

County & District Cllr McCallum provided the following update;

- Heath Primary – problems with car parking outside the school. The lay-by is too narrow and fills with vehicles. There is a joint partnership to consider removing the lay-by.
- Hedgerows – works to cut back on the main road are now complete.
- Fencing along Quebec Drive – to avoid streamline fencing. Checks are being carried out for planning permissions etc.
- Penzance Road lay-by outside shops – the 2-hour parking limit, previously unenforced, is now being enforced by ESC. Option to consider increasing to a 4-hour limit may help the local businesses. Cllr McCallum will discuss at the Regulations & Development Committee. Another option would be to seek de-regulation and remove all restrictions, but this could lead to lengthy parking by local residents and prevent customers parking for the shops.

Cllr D McCallum and Cllr S Lawson left the meeting at 7.35pm

8. Partnership Funded PCSO Temporary Post and Update – No further update on PCSO G Read's replacement. PCSO H Canning will continue to cover this role and is in contact with the office. The Council requested confirmation of the PCSO's priorities within Kesgrave and would like to see a greater visibility in the area, especially near the schools.

9. Finance & Governance –

- a. Schedule of Accounts –
 - List of Payments for the period 24/01/2022 to 20/02/2022 – all accepted and agreed following the vote.
 - List of Receipts for the period 24/01/2022 to 20/02/2022 – all accepted and agreed following the vote.
- b. Transfer from Savings Account and the KTC Card Payments Account – none to report.
- c. MJH – outstanding hirers payments (debtors) – A Dougall is still pursuing the debt of a previous hirer despite having a repayment agreement in place. An email was received by the debtor agreeing to pay the balance by end December 2021 but this has not been paid. The Council agreed that the debt be passed to either a collection agency or small claims court with debt fees to be charged to the debtor.

10. Planning & Development –

- a. Committee meeting minutes; 24 January 2022 and 7 February 2022, these were noted (copies attached).
 - Bus Service Improvement Plan – Cllr Gibson provided a summary. Cllr Beecroft-Smith will complete the questionnaire and provide a link on the website for residents to complete.

11. Community & Recreation –

- a. Committee meeting minutes; 7 February 2022, these were noted (copies attached).
 - Cllr Comber confirmed that no comments had been received from residents during the last 6 weeks for CWG. The lights are turned on at dusk and turned off at 8pm, before the gates are locked at 10pm.
- b. Kesgrave/Martlesham Underpass project – The Clerk provided the following report:
 - All 6 underpass designs now completed by street artist
 - Road signs, equipment being ordered for Estate Operatives (reimbursed by SCC)
 - Painting to commence w/c 28 Feb to be completed by end of April (weather permitting) High school underpass being done during Easter Holidays.
 - Group meeting on Tuesday 22 Feb.
- c. Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership meeting 17 February 2022 – Cllr Comber and J Abbott attended this first productive meeting concerned with road safety. Cllr at Rushmere St Andrew offered support to Kesgrave with some speed watching along bell lane and advice on other areas of concern.
- d. Road Safety, Heath Primary School Bell Lane - Cllr Comber provided an update and explained that J Abbott will investigate the use of SIDs for speed watching along Bell Lane as evidence suggests that SIDs help reduce the speed of traffic (data will soon be available). The site meeting with J Abbott, Cllr Comber, SC Cllrs and Highways Safety Officer viewed the issues in real time and with cars parked on the verges. Proposals were discussed for Highways to consider.

12. Kesgrave Climate Emergency and Conservation – Cllr Comber provided an update following the recently attended Eastern New Energy meeting led by the University of East London. This is a 3-year regional support programme focusing on low/zero carbon actions. Areas covered were solar panels, electric vehicles, tree planting, new builds, insulating older properties. The group does not work with Councils directly only through 3rd parties (e.g., the High School). One option worth consideration is a community solar generation scheme, i.e., the Council to provide solar panels on Kesgrave properties where the resident cannot afford to install and the income is generated back to the Council. Further conservation projects include a nature walk along Pilsbrough Walk and wildlife areas in POS.

13. Highway Code New Legislation, 8 changes you need to know from 29 January 2022 - This link attached was requested by Cllr Lynch. J Abbott confirmed it was discussed at the road safety partnership meeting and would suggest we share the government link on websites (KTC & Community).

14. Other /Urgent Communications – none.

Date of Next Meeting – Monday 21 March 2022 at 7.15pm – Town Council office.

15. Agenda Items for Next Meeting – None

16. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960 – None

Agenda items 17a and 18a were then discussed in the CONFIDENTIAL part of this meeting.

this part of the meeting finished at 8.04pm

Chairman**Date.....**