

KESGRAVE TOWN COUNCIL

Minutes of the Full Town Council Meeting held on 24 October 2022

Councillors present:

A Athwall
A Comber
R Gibson (*Vice-Chairman of the Town Council*)
D Mears
J Ogden
G Ward

District & County Cllr D McCallum (*left at 7.38pm*)

Officers present:

J Abbott – Town Clerk
A Dougall – Responsible Financial Officer (RFO)

- 1. Welcome and Apologies for Absence** – The Vice Chairman welcomed those present to the meeting. Apologies were received from District & County Cllr S Lawson, and Town Cllrs, N Beecroft-Smith-reason personal, G Lynch-reason personal and T Hook-reason personal, following the vote these were all accepted.
- 2. Declarations of Interest** – Cllr A Comber, Item 10 – Scout Leader and Director or RFC, non-pecuniary. Cllr J Ogden, Item 10 – Scout Leader, non-pecuniary. Cllr A Athwall, Item 10.e – Member of Kesgrave Library Volunteer Group.
- 3. Minutes of the Town Council meeting** held on the 26 September 2022, – following the vote these were agreed, Cllr Ward abstained.
- 4. Chairman's Communication** – none.
- 5. Clerks/Officer Report/Update** – J Abbott provided the following report.
 - Warm Space at Kesgrave Library, SCC funded. KTC will work closely with Maggie, Library Manager – if premises not big enough will look to possibly relocate. Library volunteer Group involved, will include free tea & coffee, a 'Kindness Rack', and 'Toiletries Bin'.
 - Ease the Squeeze – Comfort Food Vouchers – Café 66 and Kesgrave Kitchen have both applied for the scheme, Kesgrave Library will be a location where these can be collected.
 - Working with Andy Jolliffe ESC Communities Officer to monitor need for 'food banks' in Kesgrave – had some requests direct to KTC and some via the 'ease the squeeze' campaign. Currently nearest food banks are Tea Pot Project and Salvation Army both in Woodbridge and Gainsburgh Library, Ipswich.
 - Had an Introduction Teams meeting with Cassandra Clements Managing Director of East Suffolk Services Ltd. Discussed current contract with Norse,

what we expect from the new contract moving forward, changes being made etc. Productive and informative meeting.

- Dog Poo Bin's in Kesgrave not being emptied, many hours of KTC office and District Cllrs time spent. This should all now be resolved, will continue to closely monitor.
- Cedarwood Walk Conservation Project, lead by local volunteer Emily Knock, began on Sun 16 Oct with planting of 10 trees. Will provide article and photos for websites, magazine etc. Norse aware of works when grass cutting.
- Penzance Rd pathways works, cancelled / postponed.
- Well done to Linda and Mark who ran the latest Tea Dance at the MJH, a great success, largest one yet, over 45 attended. Thanks also to Alan, Celia, Avtar & Rod for helping.
- Fire Work tickets selling very well, special thanks to Lyndsey and her team at the 2nd Stop Charity shop.
- Cllr David Mears leading on the Kesgrave Poppy Appeal, thanks to those already assisting to man the table at Tesco, please let Jen or David know if you can spare an hour or two. Friday 11.11 and Sunday Remembrance Services, along with the Beacon Lighting, please attend if can.
- Christmas Switch On and Ice Skating, please support Jen with volunteering on the Friday evening and Saturday.
- Estate Operative and Minute Taker jobs currently being advertised.
- ESC Community Governance Review. East Suffolk Council have approved the Town Council's request to reduce Cllr Numbers from 16 seats to 14. This will require consent from the Boundary Commission as the Town arrangements in Kesgrave are protected following the County Council Electoral Review. Stephen Baker CEO has written to the Boundary Commission asking for their consent, assuming that consent is granted, East Suffolk Council is required to make a Reorganisation Order for this change to be implemented. The change will come into effect for the elections on 4 May 2023.

6. Members of the Public – none present.

7. County and District Councillor Reports – County and District Cllr Stu Lawson provided a written report ahead of the meeting, circulated to all Councillors via email no questions raised (copy attached to these minutes).

County and District Cllr Debbie McCallum provided the following verbal report:

- Residents raised an issue of cars being sold from a private property and being parked on the highway, seeking advice and support from SCC Highways and ESC Officers.
- Residents concerned for a neighbour who appears to have dementia and isn't picking up their dog's mess from paths etc. she is speaking with relatives and will continue to monitor.
- Will be laying a wreath on behalf of SCC at the Remembrance Service in Kesgrave.
- Working with Heath Primary School to provide artwork for the residents communal area at The Walk.
- Continuing to work with SCC Highways and Cllr P West on the improvements at the Foxhall Road / Bell Lane junction.

- Confirmed the new Chief Executive of ESC appointed – Chris Bally.

8. Co Option of a Town Councillor – J Abbott confirmed the CV received for Swathi Kandula, which all Cllrs had viewed. Following a discussion, it was proposed, seconded and agreed following the vote to co-opt S Kandula as a Town Councillor.

9. Partnership Funded PCSO –

- a. PCSO Clarke's reports – J Abbott provided copies of the reports to all Cllrs ahead of the meeting, no questions raised (copies attached to these minutes). It was noted that residents must report ALL Anti Social Behaviour to Suffolk Police via 101 or online.
- b. PCSO Funded Post, SLA for 2023-25 – J Abbott provided additional information following the last meeting to enable the Town Council to make a decision on continuing to fund a PCSO for Kesgrave. Suffolk Constabulary have confirmed that as a new partner cannot be found and therefore Kesgrave Town would need to fund a full time PCSO – 37hrs. Following a detailed discussion, it was proposed by Cllr Ward and seconded by Cllr Comber to not continue with a funded PCSO from April 2023, following the vote this was agreed. Cllr Gibson proposed, and Cllr Comber seconded for a review by the Clerk for a possible alternative in house role to support the work currently undertaken by the PCSO, following the vote this was agreed.

10. Finance & Governance –

- a. Finance & Governance Committee meeting minutes; 17 October 2022 - following the vote these were agreed.
- b. Schedule of Accounts – It was confirmed that the payment schedule includes transactions to the month end and not to the meeting date. All agreed and noted to continue for future meetings.
 - List of Payments for the period 01/09/2022 to 30/09/2022 – all accepted and agreed following the vote.
 - List of Receipts for the period 01/09/2022 to 30/09/2022 – all accepted and agreed following the vote.
- c. Transfer from the Savings Account and the KTC Card Payments Account – the transfers made during September 2022 were agreed following the vote.
- d. Version 2 Draft Budget 2023-24 – A Dougall explained that the spreadsheet had been updated with amendments discussed at the F & G meeting held 17 October 2022. Cllr Comber expressed concern that the Green Environment projects and youth work should not be treated as one-off expenditure. A Dougall explained that these amounts can be varied each year depending on the funding available. Following discussion in 9 (b) it was agreed to transfer the PCSO budget to fund youth work/detached youth work. It was felt that the Precept request should not be increased from 2022/23 to protect residents from further hardships. Cllr Gibson proposed to accept the Draft Budget, seconded by Cllr Ogden. All in favour following the vote.
- e. Kesgrave Library grant for qtr. 1 and qtr. 2 (2022/23) – The Library report confirmed that activity is almost back to pre-pandemic levels, although unable to implement the increase in hours at present (funding included in the budget). All in favour, following the vote, to accept this request for £5,750, except Cllr Athwall (abstained due to interest in the Library).

11. Planning & Development – Committee meeting minutes; 26 September 2022 and 17 October, these were noted no questions raised.

12. Community & Recreation –

a. Kesgrave Youth Café – J Abbott advised funding had been provided by the ESC Community Partnership to fund a café / drop in for the older teenagers (yrs 9-11) for 6 months. This is a joint partnership between 4YP, KWMCC and the Town Council. The café will be held at the KWMCC one day a week for an initial 6 months.

b. SPARK, Partnership working – Cllr Gibson confirmed he attended the SPARK Trustees meeting on Monday 17 October as the Town Councils SPARK Representative. The meeting was very positive on how the Town Council and SPARK can work in partnership for the benefit of all our residents. The office will work with the SPARK Secretary to discuss in more detail moving forward.

13. Retirement of All Saints Church Vicar Robin Spittle – J Abbott confirmed Robin officially retires after the remembrance weekend. Robin has been a key member of the Kesgrave Community for 23 years; the Vicar of All Saints Church, previously a Town Cllr for many years and a Governor of Cedarwood Primary School since it opened. Following a discussion, it was proposed by Cllr Gibson and seconded by Cllr Ogden to use the Chairmans Allowance, £500 to organise / purchase a tribute to Robin, to be arranged by the office, following the vote this was agreed.

14. Other/Urgent Communications – none.

15. Date of Next Meeting – Monday 28 November 2022 at 7.15pm, Town Council office.

16. Agenda Items for Next Meeting – none.

17. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960 – Agreed, no members of the public present.

Agenda items 18a and b and 19a were then discussed in the CONFIDENTIAL part of this meeting.

this part of the meeting finished at 8.26pm

Chairman **Date**.....