

KESGRAVE TOWN COUNCIL

Community and Recreation Committee Meeting Minutes

5 June 2023

Councillors Present:

Councillor A Comber (*Chair of this Committee*)

Councillor G Lynch

Councillor J Ogden

Councillor T Hook

Councillor D Mears

Councillor A Athwall

In Attendance:

- Mrs J Catling - Events & Estate Manager
- Mrs J Abbott - Town Clerk
- Councillor R Gibson

1. **Welcome and Apologies for Absence** – The Chair welcomed all those present.
2. **Election of Vice Chair for this Committee** – Cllr Athwall proposed Cllr J Ogden, which he accepted, following the vote this was unanimously agreed.
3. **Declaration of Interests** – None.
4. **Minutes of the Last Meeting** - held on 16th January 2023– These Minutes were received, considered, and approved by the Committee, following the vote. (Signed copy in the minute folder).
5. **Officer Report/Update/Matters Arising** – None.
6. **Members of the Public** – G Hughes (KTC Estate Operative), 5 members of the public present. The Chair asked if any members of the public wished to raise any matters under this item, no requests made.
7. **Play Areas, Open Spaces**
 - a. Pump Track in Kesgrave - The Clerk asked the Committee to review the provision and location for a pump track in Kesgrave, as identified in the Town Council Business Plan and the Kesgrave Neighbourhood Plan. Cllr Lynch proposed for J Catling to proceed with this project, this was seconded by Cllr Ogden and following the vote unanimously agreed.
 - b. KWMCC – The Events and Estate Manager reported that the new tile surfacing has been completed at the play area and gave thanks to SPARK (Sport and Recreation in Kesgrave) for their 50% funding of the project.
 - c. Rupert Fison Square Planters – J Catling highlighted the need for the planters to be upgraded as has been previously discussed by this committee, following the vote, it was unanimously agreed that the provision of new planters be investigated for the square.
 - d. Trinity Close Green – The Town Clerk informed the Committee of issues with trees on this piece of land, which had been brought to the office's attention by neighbouring residents and specifically the tree, where a large bough fell in 2022. The land was always believed to be in the ownership of East Suffolk Council (ESC), however following investigation neither ESC or Suffolk County Council (SCC) own the open space and following investigation it's still appears to be in the ownership of the original developers of Trinity Close. The office has obtained a quote from a local tree surgeon

who has reported on the trees and the cost of work amounts to approximately £6k. Another quote has also been sought. The Clerk proposed to contact the developer (who are still trading) to bring the trees to their attention and ask the question of ownership of the land. Cllr Lynch suggested the Town Council take ownership of the land if possible, however in the interim remove the poor conditioned tree for safety reasons. Following a discussion, it was agreed unanimously for the Clerk to contact the landowner and order the works for the one tree to be felled.

- e. Oak Meadow Play Surfacing – Surfacing under some of the equipment has been vandalised. The cost for replacing with tile surfacing (which have been used under the space net) is £10,700. It was agreed for the Estate and Events Manager to meet with the contractor to obtain a quote for any other surfacing works that are required and to receive one quote for the complete job and then external funding can be investigated.
- f. Talking Benches – Cllr Comber has seen projects on talking benches, the benches are identified that if you sit on them, you are happy to have a chat with someone. It was agreed that feedback would be gathered from residents attending the fun day on the 8th July 2023.

8. Events -

- a. Tea Party 21st June – All tickets have now been sold and these events continue to be a great success and very well received.
- b. Kesgrave Fun Day 8th July – The Events and Estate Manager asked the Committee for volunteers on the day. All plans are going well. The Clerk confirmed the event is bigger than last year with more attractions and credited the Events Manager for all her continued hard work.

9. Kesgrave Conservation and Climate Emergency – (a copy of the Kesgrave Annual Conservation and Climate report is attached to these minutes).

- a. Green Infrastructure Project – Cllr Comber reported he had attended an initial workshop held at Martlesham to discuss and hear about this project, which Kesgrave Town Council have been asked to be part of. Greener Waldringfield have initiated working with neighbouring parishes and towns to replicate similar green projects which have successfully taken place in areas of Essex. By working together, wildlife corridors can be established and greater support from higher authorities with funding can hopefully be obtained.
- b. Removal of dead trees and replanting strategy – The Clerk informed the Committee that a number of trees had died on verges and residents were asking if they could be removed and replaced. The majority of verges are in the ownership of SCC Highways. Following a vote, it was agreed that a strategy be written on the future management of this issue.
- c. Partnership working with Suffolk Wildlife Trust (SWT) and Greenways – The Town Clerk and Events Manager have recently had a site meeting with SWT and Jason Alexander from Rubbish Walks. They looked at Legion Green where conservation areas will be made with wild-flower planting, bug hotels etc. SWT have provided a detailed report on what to do and how and when to do it. Greenways are now managing the Long Strops Pond and carried out some work at the beginning of the year. SWT have requested to attend the Forget Me Not Café again in September to make hedgehog houses, it was agreed that the Town Council would fund this activity.
- d. Kesgrave Climate and Conservation Working Party – The Town Clerk thanked the members of public for attending the meeting and they all share a passion for conservation in our Town and have a lot of knowledge and experience between them. Following a long and detailed discussion it was agreed to set up a Conservation and

Climate Working Party made up of Cllrs and members of the public. The Clerk will contact all persons to arrange an initial meeting.

10. **The Hang Out and Detached Youth Work Kesgrave** - The youth club is still having good attendance and the outreach work is going well. The Spot Café at KWMCC had a few young people visit, the feedback received from KWMCC was that the young people would like a space of their own. KWMCC are discussing with 4YP about suitable venues.
11. **KTC Office Container electrical hook up** – A quote has been received for the installation of electric to the container at the office. This will enable the Estate Operatives to charge equipment at all times. The cost for the work is £250. Cllr Lynch proposed, and Cllr Athwall seconded this work, the Committee unanimously agreed following the vote for this to go ahead.
12. **MJH (Millennium Jubilee Hall)**
 - a. Driveway Street Lights LED upgrade. The Clerk confirmed two quotes had been obtained (quote A £755, quote B £825) to upgrade the street lighting columns to LED lights. Cllr Ogden proposed for the works to go ahead-quote A, this was seconded by Cllr Athwall, following the vote this was unanimously agreed.
 - b. The provision of additional car parking spaces by the hall. The Events and Estate Manager requested that the area next to existing car parking spaces be cleared to make an additional 3 car parking spaces with appropriate surfacing. After discussion it was agreed for 3 additional spaces and for the spaces to be for disabled/staff parking only.
13. **Kesgrave Town Council Lawn Cemetery** – The Clerk confirmed following a review of policies, an increase to the cemetery fees needs to be considered. Our costings are still very compatible for a closed cemetery, however the cost of services, inflation etc it would be suggested an increase is permitted. Cllr Lynch proposed a 15% increase, and this was seconded by Cllr Athwall, following the vote this was unanimously agreed.
14. **Suggestions for the Press and Media** – Advertise the new conservation group and views on the talking/friend bench.
15. **Other/Urgent Communications** – None
16. **Date of Next Meeting** – 11 September 2023 at 7.15pm
17. **Agenda items for Next Meeting** - To consider any matters that members would like to discuss at the next meeting on Monday 11 September 2023 at 7.15pm in the Council Chamber at the Town Council Offices.

Meeting closed at 8.46pm

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