

KESGRAVE TOWN COUNCIL

Minutes of the Town Council Meeting held on 17 July 2023

Councillors present:

A Athwall
N Beecroft-Smith
A Comber
A Cook
R Gibson
G Lynch
J Ogden
A Skinner

Officers present:

J Abbott – Town Clerk
A Dougall – RFO

1. **Welcome and Apologies for Absence** – The Chair welcomed all those present, apologies received from Cllr Hook, reason – personal and Cllr Ward, reason – personal following the vote these were accepted. Apologies also noted from District and County Cllrs D McCallum and S Lawson.
2. **Declarations of Interest** – Cllr A Comber, Items 8 a. & b. – Scout Leader and Director or RFC, non-pecuniary. Cllr A Athwall, Item 8 d. – member of the Kesgrave Library Community Group, non-pecuniary.
3. **Minutes of the Full Town Council meeting** held on 26 June 2023, following the vote these were agreed.
4. **Chairman's Communication** – Cllr Beecroft-Smith wished to thank all Council staff for a highly successful Kesgrave Fun Day, MP D Poulter attend with his mother, and they were both very impressed with the event. The Chair advised he will be attending the Ipswich Mayors at Home event on Friday 21 July. The Town Council will be having a stand at the KWMCC Football Fun Festival on Sunday 13 August to engage with residents. It was also noted how well the Kesgrave 10K Road Race went on 2 July and congratulated the organisers of this event.
5. **Clerks/Officer Report/Update** – J Abbott provided the following report.
 - An email was sent to the head of East Suffolk Council highlighting the ongoing and unacceptable grass cutting service in Kesgrave and the lack of communication to acknowledge, explain. Contact was received from the Grounds Manager of East Suffolk Services Ltd (formerly Norse) to advise visiting Kesgrave to assess and address the issues raised, confirmed to make direct contact with them in the future if issues.
 - Issues with signage for road works in Penzance Road and Bell Lane, addressed by County Cllrs McCallum and Lawson.

- Thanked J Catling, Events & Estate Manager for an excellent Fun Day, such wonderful feedback received from the community. Also thanked all those that helped on the day.
- Reports of ASB at the Millennium Sports Ground, has been reported to the Police by the office and Estate Operative has confirmed Police have been seen at night visiting the area. KWMCC play area has been vandalised, awaiting costings to replace slide. Stressed the need to report all ASB to the Police via 101 or online.
- Cllr Gibson attended the recent SPARK meeting, held on 10 July.
- A 'thank you' received from Brave Futures for their recent grant.
- Attended road safety meeting at Cedarwood Primary with Cllr Lawson, the Head Teacher and a couple of residents. Cllr McCallum has funded a traffic survey which will take place in September, after the school summer break.
- Attended ESC Planning Forum with Cllr Gibson on Friday 7 July.

6. Members of the Public – none.

7. County and District Councillors Reports –

- Written report received from District & County Cllr Lawson; this was noted (copy attached to these minutes).
- District Cllr G Lynch confirmed he will be taking a two week break in coming weeks and his out of office will be activated accordingly. He has attended some ESC meetings in the last few weeks; a review of the constitution awaited, the Leader and some Committee Chairs have requested a review into Sizewell C. Awaiting a response from the portfolio holder to his questions on the grass cutting situation across the district.

8. Finance & Governance –

a. Schedule of Accounts –

- List of Payments for the period 01/05/2023 to 31/05/2023 – all accepted except Cllr Skinner (not present) and agreed following the vote.
- List of Receipts for the period 01/05/2023 to 31/05/2023 – all accepted except Cllr Skinner (not present) and agreed following the vote.

b. Transfer from the KTC Card Payments Account to Current Account – the transfers were agreed following the vote.

c. Trial Balance for May 2023 – this report was reviewed and noted.

d. Kesgrave Library grant for qrt3 & qrt4 (2022/23) and qrt1 (2023/24) – A Dougall confirmed that the Library does not require additional funding for longer opening hours currently. The annual budget for 2023/24 Library grant is £15,510 but only £11,500 is required. All in favour, following the vote, to accept this request for £8,625 (£2,875 per quarter) except Cllr Athwall (abstained due to interest in the Library).

e. CIL summary report as at April 2023 – J Abbott/ Cllr Beecroft-Smith explained that the Community Infrastructure Levy (CIL) is a charge that local authorities can set on new development in order to raise funds to help fund the infrastructure, facilities and services needed to support new homes and businesses. The Council receives a proportion known as the Neighbourhood CIL allocation. Having an adopted neighbourhood plan means that the Council receives 25% of CIL raised from development in the town. Spending must be within 5 years of receipt and can be spent on infrastructure/services to support development/new growth (e.g., open space, play equipment, bins etc).

Cllr Gibson made reference to additional sources of CIL funding: -

- District CIL Fund
- Local CIL fund - available for local projects for new/enhanced infrastructure, limited to £50k (match funded) available from 1 April 2023 – first come, first

served basis. Fund is based on 3% of the District CIL receipts (from previous year).

All agreed, following the vote, to include CIL funding within the annual budgeting process.

- f. KTC Vehicle Policy – J Abbott presented the draft policy, explaining that the original was prepared February 2020 but required Council approval. Cllr Lynch suggested that 3.5 – ‘smoking’ should also include ‘vaping’, but it was agreed that smoking covers all forms. Cllr Comber proposed, Cllr Ogden seconded and following the vote this policy was unanimously agreed and will be reviewed in 2 years (2025).

9. Planning & Development – Committee meeting minutes; 3 July 2023, these were noted.

10. Community & Recreation –

- a. Trinity Close Open Space Ownership – J Abbott confirmed she has received a response from the landowner – Somerlee Homes Ltd and has provided them with the quotes for the tree works. They are making some enquiries into how the land was initially intended to be managed and by who.
- b. Oak Meadow Resurfacing of adventure play, zip wire and swings – J Abbott advised the adventure play area surface is currently at ‘amber’ on the inspection report so works need to be carried out. The other areas would benefit from having this surface due to the amount of use and to ensure adequate safety surfacing requirement. It was agreed to use CIL to fund up to £20,000 towards the costs of resurfacing works. Cllr Lynch proposed, Cllr Cook seconded and following the vote this was unanimously agreed.

11. SCC (part night /all night) Street Lighting on main bus route in the Town – Following the consultation at the Fun Day and taking into account the feedback on the Facebook Community Page it was proposed by Cllr Ogden, seconded by Cllr Comber to ‘reinstate street lighting for the current bus route to coincide with operating hours (Penzance Road, middle section of Bell Lane, bus link, Ropes Drive) – off at 12am and on again (when dark) at 5.30am’. Following the vote this was unanimously agreed.

12. Community Engagement Strategy – Cllr Gibson wished to highlight and have an open discussion on how the Town Council communicates with residents especially via social media. Following a lengthy conversation, it was proposed and agreed for Cllrs Skinner, Gibson and Beecroft-Smith along with the Clerk to put together a strategy for further review at the next full council meeting in September.

13. Other/Urgent Communications – J Abbott asked if a date for next year’s Fun Day could be agreed. J Abbott advised the main entertainment has confirmed they can attend on the 29 June 2024, following the vote this was agreed.

14. Date of Next Meeting – Monday 18 September 2023 at 7.15pm at 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 – no members of the public present.

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

this part of the meeting finished at 8.22pm

Chair**Date**.....

DRAFT