

# KESGRAVE TOWN COUNCIL

## Minutes of the Town Council Meeting held on 16 October 2023

### **Councillors present:**

N Beecroft-Smith  
A Comber  
A Cook  
R Gibson  
G Lynch  
G Ward

### **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, Cllr Mears, reason – personal, Cllr Skinner, reason – personal and Cllr Athwall, reason – personal, following the vote these were accepted. Apologies also noted from District and County Cllr McCallum.
2. **Declarations of Interest** – Cllr A Comber, Item 8. – Scout Leader and Director or RFC, non-pecuniary.
3. **Minutes of the Full Town Council meeting** held on 18 September 2023, following the vote this were agreed and signed by the Chair.
4. **Chairman's Communication** – Cllr Beecroft-Smith confirmed the town council are now heading into the busiest part of the events calendar for the year. Starting with Fireworks on Sunday 5 November, then KTC Remembrance Service on Friday 10 November and Beacon Lighting Sunday 12 November. Followed by the Christmas Tree Light Switch On, Ice Skating and Santas Grotto Fri 24 and Sat 25 November. The Chair gave thanks to all the work being undertaken by the staff over this period and again asked if any Cllrs can assist the office with any of these events to please confirm.
5. **Clerks/Officer Report/Update** – J Abbott provided the following report.
  - Events coming up; Fireworks which the tickets are selling well for and thanks to the 2<sup>nd</sup> Stop Shop for facilitating this. Any Cllrs who wish to help out with the other events; Remembrance Service, Christmas weekend, please let the office know.
  - Attended SALC East Suffolk Joint Area Forum via Zoom.
  - Attended SALC Climate Forum via Zoom.
  - Attended SPARK meeting.
  - Attended the Suffolk Police Public Meeting at Martlesham HQ.
  - Held a meeting with 4YP Manager, J Catling and Cllr Comber via Zoom – Cllr Comber will cover under item 10. C&R.
  - Responded to the 'Our Direction' ESC Leader Survey, thank you to those Cllrs that also completed.

- Suffolk Wildlife Trust attended the Forget Me Not Café Wednesday 4 October – made hedgehog homes and they also made one for the KTC office garden!
- Trinity Close trees public open space, landowner in correspondence with ESC, will continue to chase and monitor.
- Received a query from a regular hirer of the MJH as to if there is 'RAAC' in the building. We do not believe so, however the office is now in correspondence with the original builders of the Sports Pavilion (the original part of what is now the MJH) to confirm.
- County & District Cllr McCallum has a meeting with County Cllr Paul West Tuesday 17 October to discuss all ongoing Highway matters in the Town, and a list of issues to raise has been provided.
- Kiln Farm Dementia Group will re be planting the office planter on Thursday 19 October.

**6. Members of the Public – none.**

**7. County and District Councillors Reports –**

- District Cllr G Lynch confirmed he attended the recent ESC Full Council meeting, Sizewell C was again discussed. He advised plans to demolish an ESC Council owned block of flats in Lowestoft. Three large projects in Bungay, which have been funded by ESC. Cllr Lynch also highlighted an issue with Air B&B properties in residential areas in Kesgrave, which is impacting neighbouring homes, in discussion with ESC planning department.

**8. Finance & Governance –**

- a. Finance & Governance Committee meeting minutes; 2 October 2023 – these were noted.
- b. Transfer from the Savings Account for September 2023 - the transfers were agreed following the vote.
- c. Version 2 Draft Budget 2024/25 – A Dougall presented the report updated with comments agreed at the F&G meeting held 2 October 2023. All agreed, following the vote, that the budget be discussed in detail at the next F&G meeting with consideration for:-
  - C&R requirements
  - Youth Club provision
  - Land Adoptions
  - Provision of funding for large future projects, say on 4-year cycle.
  - Concern was raised not to deplete reserves to fund the budget.
- d. Saving accounts and short-term investments – A Dougall explained the options highlighted on the report. It was proposed by Cllr Beecroft-Smith, seconded Cllr Lynch, that Cllr Gibson and A Dougall prepare a recommendation on where to invest £300,000 in multiple saving/investment accounts to spread the funds in order to be covered by the FSCS limit of £85,000. Consideration should also be given to the credit rating of these institutions and to ensure that they do not fall under the same 'parent' group (FSCS applies to parent only). All agreed following the vote.

**9. Planning & Development –** Cllr Gibson, Chair of P&D mentioned the following planning applications: Bracken Avenue – the P&D committee objected as believed it was over development of the site, but the application was approved by ESC Planning. Howards Way – front garden 6ft fence erected, currently with ESC enforcement team. Change of use for a property in Penzance Road, which 5 residents attended this evenings P&D committee meeting to discuss, there was also issues with incorrect

paperwork for this application, which the Clerk will address with the ESC planning department.

- 10. Community & Recreation** – Cllr Comber Chair of C&R went over the points raised and discussed at the meeting the Clerk held with 4YP, himself and the Events & Estate Manager. 4YP are possibly looking for a ‘drop in’ on a Friday evening for the older YP 15+, somewhere for them to sit and chat, use Wi-Fi and get a hot drink, the MP room at the MJH was suggested. The ‘hang out’ on a Thursday evening is seeing around 30 YP aged 11 – 14yrs. The detached youth work on a Friday evening has engaged with around 200 YP this year. 4YP are looking at dedicated Youth Workers in Towns, working with local schools as well as supporting the current youth clubs and detached work. The Finance & Governance Committee will look to review further at their next budgeting meeting in November when 4YP have provided a budget report for consideration.
- 11. Community Engagement Strategy** – no further update, the clerk is organising a follow up meeting with Cllrs Beecroft-Smith, Gibson and Skinner. It was agreed that a clear strategic plan is needed for the proposed pump track and 2024/25 budget plan.
- 12. East Suffolk – Polling District & Polling Places Review 2023** – upon reviewing the proposal council agreed with the polling stations listed, which are all already polling stations for Kesgrave. it was agreed the Clerk will highlight when responding to the review, for all resident’s to be reminded when receiving polling cards (if applicable) of a change in polling station for them.
- 13. Other/Urgent Communications** – none.
- 14. Date of Next Meeting** – Monday 27 November 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 18a & b were then discussed in the CONFIDENTIAL part of this meeting.

*this part of the meeting finished at 8.36pm.*

**Chair .....****Date.....**