

# KESGRAVE TOWN COUNCIL

## Minutes of the Town Council Meeting held on 22 July 2024

### **Councillors present:**

A Athwall  
N Beecroft-Smith (*Chairman*)  
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, Cllr Comber, reason – personal Cllr Ward, reason – personal, Cllr Cook, reason – personal, following the vote these were accepted.
2. **Declarations of Interest** – none.
3. **Minutes of the Town Council meeting** held on 24 June 2024, following the vote these were agreed and signed by the Chair.
4. **Chairman's Communication** – Cllr Beecroft-Smith again reminded all present the Town Council has 14 seats, and currently there are 3 seats vacant. Cllr Gibson did engage with a member of the public about becoming a Councillor at the Fun Day, but as yet they have not made contact with the office to confirm an interest. The Chair congratulated everyone involved in this year's Kesgrave Fun Day, which was another great success with great positive feedback received, this was echoed by Cllr Gibson. The Chair wished to congratulate the New MP Central Suffolk and North Ipswich on his appointment following the General Election, he has requested for the Clerk to send a letter to MP Patrick Spencer to introduce us, Kesgrave Town Council.
5. **Clerks/Officer Report/Update** – J Abbott provided the following report.
  - Email sent to all Cllrs last week from the Chair of AEPA, asking if Kesgrave Town Council wished to be a signature on the letter they were sending to Ed Miliband as the Secretary of State for Energy Security & Net Zero, inviting him to East Suffolk. Following a discussion, it was proposed by Cllr Gibson and seconded by Cllr Lynch for KTC not to be signature on the letter due to the issues they wish to discuss, do not directly affect Kesgrave Town (SeaLink Project), following the vote this was agreed.
  - Attended ESC Community Partnership workshop, to discuss further ideas on how to implement the three priorities.
  - Attended Emergency Planning workshop at ESC, the Clerk will be organising a training session on this subject for Kesgrave, Martlesham and Rushmere to all be part of, details to follow in coming months. The Clerk asked if anyone

wished to, or new anyone who may be interested in becoming part of the core emergency team for Kesgrave to let her know. Cllr Gibson confirmed he was happy to support.

- Attended Playground Inspection Training with three of the Estate Operatives.
- Attended SPARK meeting – update on the success of this year’s Fun Day.
- Thank you email received from work experience student, Fergus Murray.
- Thank you email received from Kesgrave Kestrels FC for grant received.
- Tour of Britian coming to East Suffolk on Sunday 8 September, details to follow.
- The Clerk nominated Kesgrave Town for the ‘Most Active Town’ 2024 Suffolk Awards.
- Suggested road safety improvements to Wilkinson Drive, Cedarwood School, public notice’s displayed, in local news and displayed at Kesgrave Library for comments to be made by 5 August to SCC.
- The 6month temporary TPO’s on 3 trees on Trinity Close Green are confirmed they will become permanent by ESC Planning; the landowner was consulted and has been notified of the decision.
- Expression of Interest logged with ESC re the ‘Box Up’ scheme for MSG – acknowledged and awaiting a response.
- SCC Street Lighting have agreed for KTC to provide a list of all areas which are believed would benefit from additional street lighting (in areas KTC own the street lighting). This project will be carried out in the coming months by the Clerk & Cllr Comber.
- A Feasibility Study has been requested by County Cllr McCallum for safety improvements to Bell Lane, Heath Primary School.

**6. Members of the Public** – none.

**7. County and District Councillor Reports** – District Cllr Lynch provided the following report.

- Apologies for not attending the last full council meeting, unforeseen work commitments.
- Daily reports from residents re issues of overgrown grass verges, weeds on footpaths, roads etc.
- Provided update on street sweeper for Kesgrave, lack of adequate machinery, discussing with responsible ESC Cabinet member.
- Attended several Scrutiny Meetings last month; covering issues on Crime – working with the Parol Board. ESC project on working together better with Towns and Parishes. ESC Weight Loss Club – 12 week course access to sport, recreation facilities, health screening.
- Reminded all Town Councillors to update ‘ESC register of interest’ annually, even if details have not changed.

**8. Finance & Governance** –

- a. Schedule of Accounts –
  - List of Payments for the period 01/05/2024 to 31/05/2024 - all accepted and agreed following the vote.
  - List of Receipts for the period 01/05/2024 to 31/05/2024 - all accepted and agreed following the vote.
- b. Transfer from Savings Account/KTC Card Payments Account to the Current Account – the transfers were agreed following the vote.
- c. Trial Balance for May 2024 – the report was noted.
- d. VAT incurred on exempt MJH business activities for 2023/24 – greed, following the vote.

**9. Planning & Development –**

- a. Committee meeting minutes; 1 and 15 July 2024 were noted (copies attached to these minutes). The Clerk highlighted the update on the proposed mast at Long Strogs; (mins 15 July) *The Chair confirmed planning permission was granted by the LPA on 11 July. Our Solicitors have therefore now been instructed to proceed to agree and finalise the lease.*
- b. Pump Track Application – The Clerk confirmed the position as advised at the P&D meeting on 15 July; *The Clerk advised following further communication with the LPA and the level of information they are requesting for our amended application, it's suggested we look to instruct an architect. The Clerk will make some enquires and advise.*

The Clerk confirmed she met with Paul Boswell, Patrick Allen & Associates Architects today. He has provided an estimated cost of £1,500 to act as our Agent for the Pump Track application, due to holiday he would be able to start w/c 19 August. Cllr Lynch proposed to accept, and Cllr Gibson seconded, following the vote this was unanimously agreed.

**10. Engagement Strategy: resident Survey –** The Clerk and Cllr Skinner put together a 10 question Survey Monkey questionnaire with a QR code, which was initially promoted at the Fun Day on Saturday 29 June by the Chair Cllr Beecroft-Smith. Details of the survey are in August's editions of In Touch and Kesgrave Flyer. Over the summer period the survey will be promoted on posters in the Town, at KWMCC, Library, Scout Hall, noticeboards etc. we will conclude the survey by promoting it on our social media and website. It was suggested for hard copies of the questionnaire to be circulated at the next Chin Wag at KWMCC.

**11. Other/Urgent Communications –** none.

**12. Date of Next Meeting –** Monday 16 September 2024, 7.15pm, at the Town Council office – noted.

**13. Agenda Items for Next Meeting –** Cllr Gibson requested for the Environmental Policy to be reviewed.

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

Agenda items 15a and 16a&b were then discussed in the CONFIDENTIAL part of this meeting.

*this part of the meeting finished at 8.10pm.*

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