

KESGRAVE TOWN COUNCIL

Minutes of the Town Council Meeting held on 16 September 2024

Councillors present:

N Beecroft-Smith (*Chairman*)

A Cook

A Comber

R Gibson

G Lynch

J Ogden

A Skinner

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 Athwall, reason – personal, and Cllr Mears, reason – personal, following the vote these were accepted. Apologies also received from District and County Cllr Lawson. The Chair informed Council that Cllr Hook has tendered her written resignation today, which he has accepted. The Chair thanked Miss Hook for her time serving as a Town Councillor and wished her well for the future.
2. **Declarations of Interest** – Cllr A Comber, Item 8. – Scout Leader and Director of RFC, non-pecuniary. Cllr J Ogden, Item 8. – Scout Leader, non-pecuniary.
3. **Minutes of the Town Council meeting** held on 22 July 2024, following the vote these were agreed and signed by the Chair.
4. **Chairman's Communication** – Cllr Beecroft-Smith reiterated that there are now four Councillor vacancies and encouraged all Cllrs to help promote this role within the community. The Chair attended the Kesgrave Library Reading Quest this month, this was again a very success event for the library. The library has also been funded by County Cllr Lawson to provide outreach work in the Towns Schools. The Chair confirmed this Saturday, 21 September is Kesgrave Parkrun's 10yr Anniversary event, being held in the morning at the MSG following the run. The Chair confirmed the Tour of Britian, which came along Main Road Kesgrave, was very well supported on 8 September.
5. **Clerks/Officer Report/Update** – J Abbott provided the following report.
 - Reiterated the Chairs comments on the Tour of Britian and Parkrun's 10 Yr Anniversary.
 - Attended the ESC Community Partnership proposal session, where the small group discussed how to approach and delivery on the chosen three priorities.
 - Attended ESC Town Clerk's Chief Ex meeting;
 - Discussed the proposed Town Council Conference – a focus on what Town's and larger Parishes can do/achieve. Pilot conference on Wed

6 November at Darsham 2-4pm, a focus on a new town development programme and youth employment project, Clerk will be attending, Cllrs interested please advise.

- Discussed the 'Simpler Recycling', for East Suffolk. Government Policy, ESC to implement. First part looking to be introduced Spring 2025. More details will follow in coming months.
- Met with our new MP Patrick Spencer at KWMCC on 6 September.
- 'East Suffolk Blooms' ESC environmental project, unsuccessful this year, priority given to those who were unsuccessful last year. However, KTC have purchased 2,000 bulbs which will be planted in Oct/Nov on Legion Green and Cedarwood Walk.

6. Members of the Public – none.

7. County and District Councillor Reports – District and County Cllr S Lawson provided a written report, which was noted (copy attached to these minutes). District Cllr Lynch provided the following verbal report.

- Complaints from resident's following the 'excessive' road sweeping of the section of the road for the Tour of Britain, questions being raised on why the whole section of Main Road not swept.
- Confirmed cabinet voted for the '3 weekly' general waste collections, in relation to the new recycling regime for the district.
- Suffolk Devolution has been cancelled by the Government.
- ESSL will commence hedge / tree cutting in the district in September.

8. Finance & Governance –

- a. Finance & Governance Committee meeting minutes; 2 September 2024 – these were noted.
- b. Schedule of Accounts –
 - List of Payments for the period 01/06/2024 to 31/08/2024 - all accepted and agreed following the vote.
 - List of Receipts for the period 01/06/2024 to 31/08/2024 - all accepted and agreed following the vote.
- c. Detailed Income and Expenditure to 31 August 2024 - all accepted and agreed following the vote.
- d. Transfer from Savings Account/KTC Card Payments Account to the Current Account – the transfers for June, July and August 2024 were agreed following the vote.
- e. Trial Balance for August 2024 – the report was noted.
- f. Draft Financial Regulations for 2024/25 (revised new NALC Model Policy Template) – The new model regulations produced by NALC have been revised to suit the requirements of KTC by A Dougall and Cllr Gibson. The draft document shows all changes using Word tracking. Further amendments as follows:-
 - 4.5 delete word 'any'
 - 4.8 add – At the Full Council meeting to approve the annual budget (January), an agenda item will be included for councillors to declare unpaid council tax.
 - 5.15 (purchases) /6.9 (payments) change wording – Council approval will only be required for individual purchases that have not been agreed in the approved budget for that type of expenditure. Items not agreed in the budget will only require approval outside authority limits. In these circumstances, expenditure may be authorised by:
 - 5.6 delete £30
 - 6.9 delete brackets

- 12.3 – to be reviewed every 2 years

It was agreed, following the vote, to accept the current changes (accept tracking) and then resume tracking for the new amendments. The revised draft will be discussed at the next Full Council meeting.

- g. Library Grant Qrt 4 (2023/24) and Qrt 1 (2024/25) – The Library reports were reviewed. All in favour, following the vote, to accept this request for £5,750 (£2,875 per quarter).
- h. Investment Policy – Following the vote, all agreed A Dougall would revise in line with the draft Financial Regulations and discuss at the next F&G Committee meeting.
- i. Draft Budget 2025/26 – Cllr Gibson reminded that the budget should be cross referenced with the KTC Business Plan. This item to be discussed as part of the confidential minutes.

9. Planning & Development –

- a. Committee meeting minutes; 29 July 2024 and 12 August 2024 were noted (copies attached). 2 September 2024 minutes (copy attached) – to receive, consider and agree the committee’s recommendation;
 - o *Ministry of Housing, Communities and Local Government (MHCLG) consultation on proposed reforms to the National Planning Policy Framework (NPPF) and other changes to the planning system – to respond to the consultation as per Cllr Gibson’s summary* (copy attached). Following a discussion, it was proposed and agreed to support the committee’s recommendation.
- b. Pump Track Application – The Clerk advised the office had today received an email from ESC Planning confirming the amended plans received via Patrick Allen & Associates had been uploaded onto the planning portal and residents had been re consulted. The Town Council will publish confirmation of the amended proposal on the council’s social media platform.
- c. Proposed Installation of telecoms apparatus at Millennium Sports Ground – the Clerk confirmed the update at the last P&D Meeting on 2 September; *The Chair advised there has been further discussions with our Solicitors regarding the areas of land to be leased and areas of land for access.* The Clerk is now able to confirm our Solicitors have now clarified the leased land and access rights and have been instructed to proceed to a final draft lease for signing.
- d. KTC Speed Indicator Device (SID) – the Clerk confirmed five posts have now been installed in Ferguson Way, Fenton’s Way and three in Bell Lane. A trial has taken place with the SID on Ferguson Way which has been successful, training is now being given to the Estate Operatives on how to install and move the SID. The Clerk thanked Cllr Comber for all his support with the SID. A strategy will now be put together for agreement by Council and Cllr Ogden has agreed to collate the SID data, which can be shared with other partners, ESC, SCC, Police etc. The Clerk will look to identify other SID post locations in the Town with the possibility of applying for East Suffolk Cllr Funding for another SID.

10. Community & Recreation –

- a. Committee meeting minutes; 9 September 2024 (copy attached) – these were noted, no questions raised.
- b. Kesgrave Recognition Award / Event – Cllr Beecroft-Smith suggested the Council should consider having an annual event, which celebrates and recognises all the great work of individuals and groups which provide services for our community. Following a discussion, it was proposed by Cllr Lynch and seconded by Cllr Ogden to hold a pilot event in Sep / Oct 2025.

The Clerk will discuss with the Events Manager to agree a date and title for the event.

- c. Environmental Policy – this was noted, no changes were currently required. Cllr Skinner suggested carrying out some work to identify our current Carbon Footprint, he will provide some information and support the office with this.

11. Engagement Strategy: resident Survey – The Clerk advised will look to conclude the survey in the following weeks.

12. Other/Urgent Communications – The Clerk advised an email had been received from a resident requesting support for consideration of a crossing on Main Road by All Saints Church / Carpet Cuts. The resident had made the request to SCC Highways who have responded advising they would need the support of the Town Council and County Cllrs. Following a discussion several Cllrs confirmed they recall this request being made historically but the Clerk confirmed it isn't clear if a crossing is even viable for this location (costings and logistics). The Clerk confirmed Cllr McCallum has agreed to make some enquiries with SCC Highways if the town council are supportive. Council agreed for initial enquiries to be made on the viability of a proposed crossing at this location.

13. Date of Next Meeting – Monday 28 October 2024, 7.15pm, at the Town Council office – noted.

14. Agenda Items for Next Meeting – none.

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

Agenda items 16a&b and 17a,b&c were then discussed in the CONFIDENTIAL part of this meeting.

this part of the meeting finished at 8.47pm.

ChairDate.....