

KESGRAVE TOWN COUNCIL

Minutes of the Town Council Meeting held on 27 October 2025

Councillors present:

N Beecroft-Smith (*Chair*)
A Cook
A Comber
R Gibson
J Ling
G Lynch
J Ogden

Officers present:

J Abbott – Town Clerk
R Dougall – RFO

1. **Welcome and Apologies for Absence** – The Chair welcomed all those present, apologies received from Cllr Athwall, reason – personal and Cllr Ward, reason – personal, following the vote these were accepted. It was also noted Cllr Ling may arrive a little late.
2. **Declarations of Interest** – Cllr J Ogden, item 8 - Scout Leader, non-pecuniary. Cllr Comber, item 8 – Scout Leader and RFC Director, non-pecuniary.
3. **Minutes of the Town Council meeting** held on 29 September 2025, following the vote these were agreed and signed by the Chair.
4. **Chairman's Communication** – Cllr Beecroft-Smith provided the following update:
 - Reminder of upcoming events; Kesgrave Fireworks Sunday 2 November, 11.11 Remembrance School Service Tuesday 11 November and Christmas weekend light switch on, ice skating and Santa's grotto 28 & 29 November. Please let the office know if you're able to help with any of these.
5. **Clerks/Officer Report/Update** – J Abbott provided the following report:
 - Reiterate the Chairs communication, firework tickets selling well.
 - Attended ESC Community Partnership Forum today with Cllr Comber, a very good event.
 - Have attended other various forums and meetings this month, which are covered under agenda items for this meeting.
6. **Members of the Public** – one member of the public present who didn't wish to speak.
(Cllr Ling arrived at this point – 7.19pm)
7. **County and District Councillor Reports** – District Cllr Lynch advised the following:
 - Received several resident enquiries on the Bloor Homes consultation.

- Attended Scrutiny meeting in Lowestoft, ASB and crime discussed for the North of the district, which are different issues to those in the South.
- An extraordinary meeting has been called to address the controversial decision to replace bin lids at a cost of £350,000. Opposition parties believe that stickers should have been the solution to identify the bin.

8. Finance & Governance –

- Finance & Governance committee meeting minutes 13 October 2025 – these were received and noted.
 - **KTC Grant Policy** – Following review by the F&G Committee, the two amendments have been made. Cllr Lynch proposed, seconded by Cllr Comber to accept this revised version. All agreed, following the vote.
 - **KTC Training and Development Policy** – Cllr Gibson explained that the policy is required for the Local Council Award Scheme application. All Councillors to ensure training is up to date and are encouraged to address any shortfalls. The training record is to be completed by all Councillors and will be submitted with the application for the Bronze Award. Cllr Ogden proposed, seconded by Cllr Lynch, to accept the revised draft. All in favour, following the vote.
 - **Kesgrave Town Award Recognition Scheme** – Cllr Gibson outlined the new scheme with the amendments discussed by the F&G Committee. The Scheme is for the public to nominate person(s) for outstanding contributions and to create an event for all residents to attend. Cllr Comber proposed, seconded by Cllr Lynch, to accept the revised document. All agreed, following the vote.
- Schedule of Accounts –
 - List of Payments for the period 01/09/2025 to 30/09/2025 - all accepted and agreed following the vote.
 - List of Receipts for the period 01/09/2025 to 31/09/2025 - all accepted and agreed following the vote.
- Transfer from Savings Account and the KTC Card Payments Account – the transfers for September 2025 were agreed following the vote.
- Trial Balance for September 2025 – the report was noted.
- Forecast Income and Expenditure to 31 March 2026 – A Dougall presented the report for information.
- Version 1 Draft Budget for 2026/27 - A Dougall presented the first draft version for discussion. It was agreed that the budget will be discussed at the next F&G meeting. Any comments/ amendments may be forwarded to either the Clerk or RFO to be included in the next update.

9. Planning & Development –

- Committee meeting minutes; 29 September 2025 and 13 October 2025 – these were noted, no questions raised. Chair of P&D Cllr Gibson referred to the P&D meeting on 13 October, where an application for rear garden development at 295 Main Road was considered. The P&D committee objected to the application due to overdevelopment and access issues, also noting proposed access via East View has no right of access as it's a private road. District Cllr Lynch also confirmed he has supported the town council and residents in objecting to this application.
- Bloor Homes; Land at Foxhall Road bordering Kesgrave – the Clerk confirmed update in the 13 October minutes and there is no further update at this point, no questions raised.

10. Community & Recreation –

- Community & Recreation committee meeting minutes 1 September 2025 – Chair of C&R Cllr Comber confirmed the Grange Meadow Play Area has now

been completed and is open. The Fun Day for 2026 will be on Saturday 27 June.

- b. Pump Track Project – the Clerk advised no further update. Cllr Gibson spoke about his concerns on the delays for this project. Following a discussion, it was agreed that by the next meeting if the revised track is not sufficiently progressing then we will look to proceed with the original design.
- c. ESC Land Adoption – the Clerk referred to her report and confirmed the proposal is to proceed with adoption of all the parcels of land except for the Holly Road/St Agnes Way woodland. Council supported this following the vote (copy of report attached to these minutes).
- d. Additional Street Lighting Columns on Dobbs Lane – the Clerk confirmed the costings and plan as provided by Suffolk County Council, which has been budgeted for. Following the vote Council agreed to proceed. The Clerk will look to write to the neighbouring properties on behalf of KTC and SCC to advise of the works (copy of works attached to these minutes).
- e. Heath Primary School, Road Safety Improvements – the Clerk confirmed Suffolk County Council Road Safety Team have proposed a school safety initiative, which is being considered, and a road traffic survey will be undertaken in February 2026 as part of this. The survey will be carried out for two weeks, one week in half term and one week in school term. We're also looking to move forward with improvements to the pedestrian crossing on Edmonton Close and are in the process of confirming funding with support of County Cllr McCallum. The Heath School Junior Road Safety Officers have also sent in letters to the town council asking for a SID post to be located on Bell Lane closer to the school. The Clerk will be contacting the landowner for consideration of a post being installed.
- f. Kesgrave, Rushmere, Martlesham, Carlford and Fynn Valley ESC Community Partnership meeting Monday 13 October 2025 – Cllr Comber attended this meeting, and confirmed the following grants were agreed; community tech hub in Grundisburgh, which is also looking to extend its services into Kesgrave next year. Just42 to provide a youth club in Grundisburgh. DAS for additional and replacement IT equipment. Had a presentation from 21 Young Hearts café and next meeting looking to discuss village transport.

11. Devolution/Local Government Reorganisation (LGR) – the Clerk advised she attended a Teams meeting with Suffolk County Council CEO and SC Cllr Richard Rout to receive a presentation on the 'One Suffolk' town and parish summery; how they've listened to our feedback and how One Suffolk understands the importance of working and having strong partnerships with towns and parishes. The Clerk mentioned the Bloor Homes consultation, reiterating the importance of working closely with towns and parishes. The expansion of Kesgrave High School was also noted with the Clerk highlighting the need to ensure not only the expansion within the school site but also to the infrastructure on Main Road (school bus parking, layby, underpass), which needs improvements to ensure the safety of students.

12. Website review /upgrade, incorporating review of IT Support contract – Cllr Beecroft-Smith gave a detailed overview of the work currently being undertaken to upgrade the website, confirming the work has taken longer than initially expected as looking to achieve the AAA criteria for Web Content Accessibility Guidelines (WCAG). Cllr Gibson gave thanks to Cllr Beecroft-Smith for all his hard work and time on this project.

13. Local Council Award Scheme – Cllr Gibson confirmed all moving forward to proceed as noted at the last meeting. Some requirements are still being worked on by the Clerk

and RFO. He confirmed Felixstowe and Stowmarket TC's have been very helpful and supportive.

14. Other/Urgent Communications – none.

15. Date of Next Meeting – Monday 24 November 2025, 7.15pm, at the Town Council office – noted.

16. Agenda Items for Next Meeting – none.

17. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960 – following the vote this was agreed, the one member of the public left the meeting at this point.

Agenda items 18a, 19a and 20 were then discussed in the CONFIDENTIAL part of this meeting.

this part of the meeting finished at 8.18pm.

Chair Date