

KESGRAVE TOWN COUNCIL
Community and Recreation Committee Minutes
Minutes of the Meeting of the Community and Recreation Committee held on the
4 June 2018 at Kesgrave Town Council Offices

Councillors Present:

Councillor A Comber (*Chair of this Committee*)
Councillor D Fairbrother
Councillor S Fairbrother
Councillor A Athwall
Councillor C Marsh
Councillor N Beecroft-Smith
Councillor L Ventriglia

In Attendance:

- Mrs J Catling-Green (Service Development Co-ordinator)
- Town Councillor Archer

Apologies

- Councillor G Lynch
- Councillor R Bridgman

- **New Chairman of Committee** – The Chairman of the Council – Town Councillor Beecroft-Smith took the chair for this item. Following the vote, it was agreed that Councillor Comber will serve as Chairman for the ensuing Council year.
- **New Vice Chairman of Committee** – Following the vote, it was agreed Councillor S Fairbrother will serve as Vice Chairman for the ensuing Council year.
- **Terms of Reference** - Agreed
- **Welcome and Apologies for absence** - The Chair welcomed those present. Apologies for absence were received and noted as above.
- **Declaration of interests** – Noted in the declaration of interest's folder.
- **Minutes of the last meeting** - The Minutes of the Community and Recreation Committee Meeting held on the 12 March 2018 were received, considered and approved. (Copy with Minutes).
- **Officer's report/update/matters arising** – None to report.
- **Members of the public** – Councillor K Archer
- **Youth Club** – Discussion took place on the numbers who visited the Thursday Youth Club. It was agreed that it would be beneficial to have a report from the Youth Club after a Thursday evening, to advise on numbers and where the young people live/which school they attend. It was also asked that the Tuesday Youth club attendees be asked if they intend to visit the Thursday night Youth Club once they are at the allowed age. It was suggested that Councillor R Bridgman approach the Tuesday Youth club to obtain this information.
Reportable incidences: There were none reported.
- **Millennium Jubilee Hall (MJH)** –
 - Entrance code lock system replacement – no update

- It was agreed that a basic pay as you go mobile phone be purchased allowing both caretakers to have a phone each.
- Projector quotation – The Clerk has met with Hughes Electrical to obtain advice regarding a new projector for the hall. Awaiting quote. It was requested that 3 quotes in total be obtained, including a quote from John Lewis.
- A new email has been arranged for the post at the MJH at no cost. It was requested that a check be made that any new Councillors had been set up with email. It was also agreed that we should provide a full email address for the Market Manager.
- The Clerk has amended the booking forms in reference to the renaming of the Millennium Room to the Matthew Percy Room (MP Room). The Clerk has arranged for brass plaques to be put up at the Hall. It was requested that an official event be undertaken to highlight the renaming of the room in tribute to Matthew Percy.
- A lengthy discussion took place with regard to the need for PRS/PPL licences at the Hall. It was agreed the Clerk would seek advice from SALC and the website www.gov.uk
- **Kesgrave Market –**
 - Nothing to report
- **Protected Spaces Protection Orders (PSPO's)**
 - AC and Jo Abbott (Officer KTC) met with SCDC and PCSO to discuss signs and way forward. We have three years starting Oct 17 to provide evidence that we need and use these orders otherwise they will be removed.
- **Community and Recreation Plan/Aspirations**
Discussion took place on the aspirations document and how it should link with the outcomes of the Neighbourhood Plan. AC reiterated that this was a 'wish list' but it was a way forward in the future planning of Kesgrave. It was agreed that the aspirational section of the document would be reviewed annually.
- **KTC Street Lighting –**
 - Nothing to report
- **Play Areas, Open Spaces –**
 - Meeting notes of Play Area & Open Space Sub Committee dated 21.05.18 were noted.
 - There was no update with regard to Cedarwood Green
 - CIL balance – up to March 2018, £7,363.76
 - It was noted that emergency works to a trip hazard were carried out at the MJH.
- **Kesgrave Fun Day –** Mrs Catling-Green advised that plans were progressing with the Fun Day which is to be held on Saturday 9th June 2018.
- **Mobile Skate Park –** Mrs Catling Green advised that the date for the mobile skatepark at Cedarwood School would be on 11th August 2018.
- **Senior Citizens Outing –** Mrs Catling-Green advised booking forms will be available from July. The date for the outing is Tuesday 21st August.
- **Ice Skating Event 2018 –** It was confirmed that £2,000 have been awarded from SPARK.
- **Evening of Reflection –** To be held on 14 December 2018. Confirmation required that the British Legion Premises can be used for refreshments.

- **The KTC Litter Pick Spring 2018** – A good turn out despite the wet weather. Councillor Marsh was thanked for organising the event.
 - **Battles Over a Nation’s Tribute** – Notes of Battles Over working party, 23 May 2018 noted. It was requested that more be organised for adults not just children, ideas included a music event with the possibility of working alongside the Kesgrave War Memorial Community Centre. SF to contact Pop Chorus music group to see if they would be interested in helping. It was agreed that an article for the ‘In Touch’ magazine would be a good idea to find out what the residents of Kesgrave would like to see to celebrate the 100th anniversary.
 - **Suggestions for Press and Media**
‘In Touch’ Article for Battles Over (what would the residents like to do to celebrate) and Community and Recreation Award.
 - **Matters of sufficient urgency and importance** – The Committee were asked to consider the possibility of reinstating the Town Council Community and Recreation Award. It was agreed that this could be advertised in the In-Touch Magazine and nominees presented to the Annual Town Meeting.
 - SF requested that costings for official robes to be worn at civil events be obtained and considered.
 - Obtain costings for a chairman’s reception/civic ceremony, invite local businesses who may help sponsor the event.
- Agenda items for next meeting** – No requests.
- **Date of Next Meeting** – It was noted that this is provisionally scheduled for Monday, 6 August 2018 at 7.15pm in the Council Chamber at the Town Council Offices.

The meeting closed at 9pm.

Signed: Chairman.....Date.....