

# KESGRAVE TOWN COUNCIL

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

### **Councillors present:**

A Athwall  
N Beecroft-Smith (*Chairman of the Town Council*)  
A Comber  
A Cook  
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 Hook, reason – personal, following the vote they were accepted. Apologies also noted from District and County Cllrs McCallum and Lawson. The Chair advised he had received a resignation email from Cllr S Kandula, advising due to work and personal commitments she was no longer able to fulfil her role as a Town Councillor. The Chair confirmed he will accept the resignation.
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 Full Town Council meeting** held on 27 November 2023, following the vote these were agreed and signed by the Chair.
4. **Chairman's Communication** – Cllr Beecroft-Smith wished everyone a Happy New Year.
5. **Clerks/Officer Report/Update** – J Abbott provided the following report.
  - Received details of funding opportunity via Greener County for a public EV Charger Point, a request was made for the MSG Car Park, to be told it has to be accessible 24-7. Feedback has again been given that grants like this need to be much clearer on criteria to avoid unnecessary time completing forms etc.
  - Following the new Suffolk Policing Model, which commenced 5 Dec 2023, have been trying to identify and arrange a meeting with our new Community Police Officer for Kesgrave & Bixley. To date no response, will look to escalate via County Cllr McCallum.
  - Reminded all Cllrs of available training via SALC, which is funded by the Council.
  - Issues with the KTC van – new battery fitted but still requires further investigation, possible glow plugs / injector, which may not be repairable and

could be very costly. Following a discussion, it was agreed for repairs to not exceed £2000 without further agreement by Council.

- The pre-School Children's Nursery by the Scout Hall has gone into liquidation. A possible interest in the premises will be made by the Clerk on behalf of Council.
- Attended the SPARK meeting on 15 January 2024, with letter received today. SPARK have again agreed to support with funding of 50% (up to a set amount) for the Fun Day and Christmas Weekend in 2024.
- East Suffolk Services Ltd (ESSL) have been informed of the bulb planting, conservation works at Legion Green and Cedarwood Walk to ensure current grass cutting contract doesn't impact those areas.
- Attended SALC Climate Forum.

**6. Members of the Public – none.**

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

- a. J Abbott confirmed the office continue to work closely with both Cllr McCallum and Cllr Lawson on matters in the Town, which require partnership working between all tiers of Council.
- b. Cllr Lawson has provided a written report, no questions raised (copy attached to these minutes).
- c. District Cllr G Lynch advised he attended recent ESC Scrutiny Committee meeting, where discussions continue re all things related to social housing. Attended auditing meeting, strategies remain unchanged for 2027/28, changes being implemented re Planning Enforcement. ESC precept 2.99% increase.

**8. Finance & Governance –**

- a. Finance & Governance Committee meeting minutes; 8 January 2024 – these were noted.
- b. Schedule of Accounts –
  - List of Payments for the period 01/10/2023 to 31/12/2023 - all accepted and agreed following the vote.
  - List of Receipts for the period 01/10/2023 to 31/12/2023 - all accepted and agreed following the vote.
- c. Detailed Income and Expenditure to 31 December 2023 - all accepted and agreed following the vote.
- d. Transfer from the Savings Account and the KTC Card Payments Account - the transfers were agreed following the vote.
- e. Trial Balance for December 2023 - this report was reviewed and noted.
- f. Version 4(b) Draft Budget 2024/25 – A Dougall presented the report and also circulated Version 5 updated with the SPARK grant received after the F&G meeting 8 January 2024. The amendment results in a decrease to the precept requirement from £426,174 to £423,674. The recommendation to accept Version 5 as the final approved budget for 2024/25 was proposed by Cllr Gibson, seconded by Cllr Ogden. All agreed, following the vote to approve the budget for 2024/25.
- g. Precept requirement for 2024/25 – rounding the precept to the nearest £100, resulted in a percentage increase of 18.15%. The 2024/25 Budget Information report was circulated (based on version 5). The report compares 2024/25 with the 2023/24 budget and shows a decrease of £52,290 in the use of reserves to fund the budget in 2024/25. This decision taken to avoid the depletion of reserves in the longer term. All agreed following the vote to set the precept requirement at £423,700 (£87.47 pa per Band D property, £13.44 pa increase). A Dougall will submit the completed form and budget information to East Suffolk Council before 26 January 2024.

- h. Savings Account and Short-term Investments application – A Dougall confirmed that the application process was progressing. It was confirmed that Cllr Athwall would not be a named individual as she is no longer a member of the F&G Committee. All agreed, following the vote.
- i. Internal Auditor for the Year-End Accounts 31 March 2024 - it was agreed that A Dougall will contact Mr David Hunt to conduct the internal audit. If unavailable, then SALC will be contacted. All agreed in favour following the vote.

**9. Planning & Development** – Committee meeting minutes; 27 November 2023 and 11 December 2023, were noted, no questions raised. (copies attached to these minutes).

**10. Community & Recreation** –

- a. Committee meeting minutes; 15 January 2024 were noted, C&R Chair, Cllr Comber highlighted the ESC Play Area consultation and the decision to not light the beacon on 6 June 2024 – D Day 80, due to such low attendance of recent beacon events.
- b. Kesgrave, Rushmere St Andrew, Martlesham, Calford and Fynn Valley Community Partnership meeting 8 January 2024 – Cllr Comber confirmed he and the Clerk attended the recent session held at the KWMCC, not as well attended as in recent years. However, priorities discussed are relevant and worthwhile for Kesgrave and the Partnership continues to be a very good networking forum.

**11. Proposed Pump Track at Millennium Sports Ground, Long Strops** – Cllr Beecroft-Smith advised of the discussion, which took place earlier this evening at the P&D meeting, where the planning application for the pump track was listed. *“The Clerk advised she and the Events and Estate Manager had met with four residents at the council office on Tuesday 16 January to discuss the planning application. Their main concern was ASB, noise and parking. It had been anticipated that some residents may attend this meeting to discuss with Councillors, but none were present. It was noted that the Community & Recreation Committee discussed at their meeting on 15 January re providing more parking at the Sports Ground. The Clerk also noted that because of the four residents coming into the office and highlighting parking issues, especially on a Saturday morning, that the Events & Estate Manager will be monitoring and reviewing usage with the current hirers of the sports ground and hall”.* Cllr Beecroft-Smith also advised full council that a noise assessment has been requested by ESC, which may require the application to be re submitted, The Events & Estates Manager is in communication with ESC Planning. The Clerk also confirmed the press release of the proposal was put out on the Town’s social media sites, which was then also covered in the local press. The Chairman and the Events & Estates Manager also attended the Kesgrave Market on 20 January 2024 to engage with the community and this was also promoted on the Towns social media sites.

**12. Community Engagement Strategy** – Cllr Beecroft-Smith confirmed the ‘soft launch’ with posts, links etc on the Councils social media sites have been well received / viewed, so will continue at present with this approach.

**13. KTC Meeting Calendar 2024/25** – this was viewed and agreed following the vote.

**14. Other/Urgent Communications** – The Clerk requested for an item to be added to the confidential part of this meeting; Trinity Close Green, following the vote this was agreed.

**15. Date of Next Meeting** – Monday 19 February 2024 at 7.15pm at Town Council Office.  
Cllr Athwall gave her apologies for this meeting.

**16. Agenda Items for Next Meeting** – none.

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

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

*this part of the meeting finished at 8.41pm.*

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