

KESGRAVE TOWN COUNCIL

Community and Recreation Committee Meeting Minutes **17 June 2024**

Councillors Present:

Councillor A Comber (*Chair of this Committee*)

Councillor J Ogden

Councillor T Hook

Councillor A Athwall

Councillor D Mears

In Attendance:

- Miss J Catling - Events & Estate Manager (EE)
- Councillor Neal Beecroft-Smith (left at 7.17pm)
- Mrs J Abbott – Town Clerk

1. **Election of Chair and Vice Chair of this Committee** – Councillor Beecroft-Smith (Council Chair) asked for nominations for Chair and Vice Chair. Cllr Athwall nominated Cllr Comber as Chair, seconded by Cllr Ogden. All agreed. Cllr Avtar nominated Cllr Ogden as Vice Chair and seconded by Cllr Comber. All Agreed. Cllr Beecroft-Smith then left the meeting.
2. **Welcome and Apologies for Absence** – Cllr Comber welcomed all those present.
3. **Declaration of Interests** – None.
4. **Minutes of the Last Meeting** - held on 8 April 2024— These Minutes were received, considered, and approved by the Committee, following the vote. (Signed copy in the minute folder).
5. **Officer Report/Update/Matters Arising** – EE had today met with the firework company to discuss the firework display on 3 November 2024 at Kesgrave High School.
6. **Members of the Public** – None
7. **Play Areas, Open Spaces**
 - a. Pump Track in Kesgrave – An amended planning application was submitted on the 10th June. Awaiting decision from East Suffolk Council.
 - b. Terry Gardens, Trees at rear of MJH. A request has been received by a resident whose property backs onto the rear of the MJH (Millennium Jubilee Hall) regarding trees that are over hanging her rear garden and the height of others blocking natural light. The Kesgrave Covenant who previously owned this land, conducted works on these trees a few years ago, however, at that time the resident did not want them cut as it would expose the rear of the Millennium Hall. Discussion took place and the Clerk stated that a future policy on the management of trees in these situations be produced as a guidance for all. It was agreed that the smaller trees/shrubs near to the fence could be cut back, the larger trees, which look to be in good health, could be reduced in height, to be agreed by the Council and a qualified tree surgeon. This work would need to be funded by the resident. The EE will contact the resident and if they agree to fund the works, arrange a meeting on site with the contractor. All agreed following the vote.

- c. Tree Survey of Council owned trees. The EE is currently looking for a contractor to conduct the biannual survey. The Clerk suggested that the former Otley College be contacted for help.
- d. MJH – additional spaces next to the hall – EE and Cllr Comber met with a contractor to discuss further car parking spaces at the car park next to the hall. Awaiting quote.

8. Community Events –

- a. Tea Party 12 June 1pm – 3pm, next tea party 14 August 1pm – 3pm. The tea party on the 12th was sold out and enjoyed by all. Tickets on sale for the August tea party from 15 July 2024.
- b. Kesgrave Fun Day 29 June – Plans progressing, EE requested volunteer for the Fun Day and will send an email to Councillors in the next few days.

9. Request for bus shelter near Kesgrave Fisheries – The EE reported a request has been received for a bus shelter at Kesgrave Fisheries – discussion took place, this had been requested previously, however a suitable location was not available. The Clerk agreed that she would contact Suffolk County council to raise the matter.

10. 4YP – To agree continuation of service for 2025-2028. It was agreed that this would be included in the next draft budget request.

11. CIL Monies available – from August the fund will have a balance of £46k.

11. Suggestions for the Press and Media – EE informed the Committee that the council were now having to pay for inclusion in the 'In Touch' Magazine. There is a budget available for marketing.

12. Other/Urgent Communications – the Clerk has emailed the new music teacher at the High School regarding students playing at Council events. Cllr Comber and the Clerk attended the East Suffolk Partnership meeting; a full update will be given at the next Full Council meeting. The Clerk and Councillor Athwall recently attended an intergenerational event at Heath Primary School, where, along with the pupils, planting was carried out. The Clerk reported that the garden area looked lovely, and it was a great event to attend. She also reported that the area adjacent to the Council Office was now coming into bloom with poppies and cornflowers, the bee café that has also been installed was doing its job of attracting wildlife.

13. Date of Next Meeting – 9 September 2024 at 7.15pm in the Council Chamber, Town Council Office.

14. Agenda items for Next Meeting – none.

Meeting closed at 8.03pm

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