

KESGRAVE TOWN COUNCIL

Community and Recreation Committee Meeting Minutes **1 December 2025**

Councillors Present:

Councillor A Comber (*Chair of this Committee*)

Councillor J Ogden

Councillor A Athwall

Councillor G Lynch

Councillor R Gibson

In Attendance:

- Miss J Catling - Events & Estate Manager (JC)

1. **Welcome and Apologies for Absence** – Cllr Comber welcomed all those present. Apologies received from Cllr Beecroft-Smith (work)
2. **Declaration of Interests** – None.
3. **Minutes of the Last Meeting** - held on 1 September 2025 - These Minutes were received, considered, and approved by the Committee, following the vote. (Signed copy in the minute folder).
4. **Officer Report/Update/Matters Arising** – JC requested the purchase of a new PA system for Council events - to be funded by either KTC or Councillor's Enabling grants – agreed.
5. **Members of the Public** – None
6. **Youth Provision** – 4YP sent a paper on a change of opening hours in the winter months – agreed.
7. **Play Areas, Open Spaces**
 - a. Pump Track in Kesgrave – update – revised plan sent to East Suffolk on 28/11/25.
 - b. Grange Meadow Play Area – Full refurbishment now completed, negotiations taking place on transfer from East Suffolk Council to KTC.
 - c. Bulb planting – 2500 bulbs planted in October/November by the Estate Operatives, Kesgrave Scouts and members of the public.
 - d. Cedar Avenue – An Oak and Cherry Tree have been planted on Cedar Avenue.
 - e. MJH Car Park – JC to investigate line marking spaces on existing car park once the Pump track is completed. JC to obtain a quote for additional spaces on the left-hand side of the drive up to the hall and look at placement of bollards near main entrance.
8. **MJH Room Hire Charges** – Proposed by Cllr Lynch, seconded by Cllr Gibson to increase hourly rate by £1.50 per hour. Cllr Ogden objected. It was also agreed to review annually.
9. **Community Events** –
 - a. Christmas Tree light switch on – A well-attended event, takings up by £206 from 2024.

- 10. Litter Picking – liaison with the High School** – Councillor Ling was not present at meeting to update. A local litter picker had emailed the office on Monday to say the area around the school was particularly bad and she had spent some time there litter picking at the weekend.
- 11. Defibrillator at Church Hall Kesgrave, car park** – It was agreed to purchase or obtain an enabling grant for a new defibrillator at the Church hall which is sited on the outside of the building. Cllr Lynch requested that a purchase of a stab kit be investigated. JC to action.
- 12. Transport – Bus Transport Meeting** – Cllr Ogden - notes in the papers folder.
- 13. KTC Vehicle** – After discussion it was agreed for JC to obtain costs for 2 electric vehicles and the cost of the fitting of a charging point at the office. JC to action by 12 January 2026.
- 14. Suggestions for the Press and Media** – To consider any new items for inclusion.
- 15. Other/Urgent Communications** – Cllr Comber requested a list of proposed event dates for 2026. JC to action.
- 16. Date of Next Meeting** – 16 March 2026 at 7.15pm in the Council Chamber, Town Council office.

17. Agenda items for Next Meeting – none.

Meeting closed at 7.56pm

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