

**DRAFT**                      **MINUTES OF THE ALDEBURGH TOWN COUNCIL**  
**MEETING HELD ON MONDAY 11 APRIL 2016**  
**AT 7:00 PM IN THE MOOT HALL**

Present:                      Cllr Kiff - The Mayor, took the Chair  
                                    Cllr Bond                                      Cllr Digby  
                                    Cllr Fellowes                                      Cllr Harris  
                                    Cllr Jones                                      Cllr Osben  
                                    Cllr Walker                                      Cllr Worster

There were three members of the public present, in addition to Cllr Richard Smith - SCC

1.     **Apologies:** Apologies had been received prior to the meeting from Cllrs M Jones & TJ Haworth-Culf – SCDC, in addition to Cllrs Fox and Palmer.
2.     **Councillors’ Declaration of Interest**  
Cllr Osben declared a pecuniary interest in item 8dii.
3.     **Nominations of Office 2016/17**  
The Town Clerk explained that as requested, she had received one nomination for the role of Mayor for the forthcoming term of office 2016/17 for Cllr John Digby.

One nomination had also been received for the role of Deputy Mayor for 2016/17 for Cllr Jocelyn Bond.

In accordance with Standing Orders, the appointment of the Mayor is the first business at the Annual Meeting of the Town Council scheduled for 9 May 2016. However, it is established practice to agree the appointment of the Deputy Mayor prior to the Annual Meeting.

- 3a.   **Appointment of the Deputy Mayor 2016/17**  
Cllr Worster **PROPOSED** that Cllr Bond is appointed as Deputy Mayor for the term of office 2016/17. **SECONDED** by Cllr Digby.  
**In Favour:     9**  
**Against:       0**  
**Abstentions:  0**  
**APPROVED UNANIMOUSLY**

This appointment will be ratified at the Annual Meeting of the Town Council on 9 May 2016.

4.     **To Approve the Draft Minutes of the Council meeting held on 14 March 2016.**  
Minutes of the Council meeting held on 14 March 2016 were **APPROVED**. The Minutes were **APPROVED** and duly signed.
5.     **SCC report and Correspondence**  
Cllr Smith delivered his report in person to Cllrs. (see Appendix One).

Cllr Digby asked Cllr Smith for clarification about ownership of the road outside the Fire Station, which Cllr Smith agreed to look into, but suspected it was owned by SCC Highways.

On a similar note, the Town Clerk asked for confirmation of the re-scheduled plans to resurface Crabbe Street. Cllr Smith didn't know the answer, but will find out and let the Town Clerk know any update. She also asked about the progress being made by Highways to ensure that the transfer of on-street parking enforcement could pass onto the District Authority by the end of March 2017. Cllr Smith explained that he believed the timetable for this had been put back for a further twelve months to March 2018. The Town Clerk asked for official confirmation on this matter, as she was keen to avoid a situation where no appropriate measures were in place.

Cllr Fellowes asked about the outdated timetables on display at a number of bus stops in town and Cllr Smith replied that SCC had taken a decision to cease printing paper timetables, as people were more reliant on technology. He resolved to ensure that accurate timetables were displayed. It was remarked upon that bus users were unlikely to have sufficient coverage in Aldeburgh to check a timetable on their phones and that a number of bus customers were older and could be less likely to have immediate access to technology.

Cllr Kiff asked for progress on Church Farm Road TRO and Cllr Smith explained that the process was underway but would take at least eighteen months to implement. Clarification was also sought on how to apply for the grants that Cllr Smith had outlined in his report.

**6. SCDC Report and Correspondence**

Cllr Haworth-Culf submitted a report in her absence, which the Town Clerk agreed to circulate to Cllrs. (see Appendix Two).

The Town Clerk referred Cllrs specifically to progress being made with resurfacing Thorpe Road car park and the future of the Tourist Information Centre, which she was led to believe was remaining 'in situ' for the summer months and would be further reviewed in September, although this hadn't been confirmed by SCDC.

**7. PUBLIC FORUM**

The Mayor suspended Standing Orders to invite questions from the public gallery.

There were two employees from the Tourist Information Centre who commented that they were receiving a lot of questions from visitors about perceived changes to parking regulations. The Mayor reiterated that at the moment, there was no change to the PCSO being responsible for parking enforcement.

There were no further questions from the Public Gallery and so the Mayor reinstated Standing Orders.

**COMMITTEES REPORTS:**

**8a. PROPERTY & FINANCE COMMITTEE**

**8ai) Report from Chairman of Property & Finance Committee**

- **Scout hut roof** – Work commences on the 14 April and should take circa 10 days.
- **Groundsman's cottage** - Quotes have been received and discussions will now commence with the preferred Contractor. Following a meeting with the proposed occupant, it will be necessary to increase the space into the workshop but it is anticipated that this should be achieved within the approved budget.
- **Potholes** - Following a meeting between Cllrs Jones and Palmer last week with the Environment Agency's land agent, it is probable that the work specified for Dump Road will be excluded, as it is likely works on the wall will commence this summer and the agencies' vehicles will be using the road. It will be more appropriate for the work to be carried out on completion of these works and the Council would look for them to cover the cost of these repairs. The work will progress on the entrance to King's Field and around the Community Centre and the car park asap, assuming tonight's resolution is passed.
- **Sports Week** – Progress is being made. DBS checks are being completed. The process takes no more than fifteen minutes.
- **Kings Field** - Cllrs Digby and Jones are meeting tomorrow a contractor appointed by Sport England who is completing a feasibility study on the viability of the grant application. He has a list of questions he wants to discuss. This is the second of the two surveys Sport England required.

**8aii)** Cllr Worster sought confirmation that it will be replaced with a rail and post fence, rather than a solid structure. Cllr Jones agreed.

**RESOLUTION to APPROVE** that ATC gives permission for Aldeburgh & Thorpeness Rugby Club to remove and replace the fence that separates the Rugby pitch and King's Field **PROPOSED** by Cllr Jones. **SECONDED** by Cllr Harris.

**9 In Favour**

**0 Against**

**0 Abstentions**

**APPROVED UNANIMOUSLY**

**8aiii)** **RESOLUTION to APPROVE** that ATC awards the contract to repair the potholes to the company that submitted the most competitive tender. **PROPOSED** by Cllr Digby. **SECONDED** by Cllr Bond.

**9 In Favour**

**0 Against**

**0 Abstentions**

**APPROVED UNANIMOUSLY**

**8b. SERVICES COMMITTEE**

**8bi) Report from Chairman of Services**

In the absence of Cllr Palmer, there was nothing to report.

**8bii) RESOLUTION to APPROVE** that Cllr Malcolm Walker is appointed as the new Deputy Chair of the Services Committee.

**PROPOSED** by Cllr Bond. **SECONDED** by Cllr Digby.

**9 In Favour**

**0 Against**

**0 Abstentions**

**APPROVED UNANIMOUSLY**

**8c. PLANNING**

**8ci) Report from Chairman of Planning**

Cllr Bond provided a comprehensive update on the application at the Brick Fields site; outlining a number of non-material amendments and questioning the SAASP process. A full submission is being prepared for SCDC which will be agreed at the Planning Committee meeting on 12 April 2016. Via the Town Clerk, she was working through the proposed government changes to technical planning. SALC has sent a response on behalf of its members, outlining a number of concerns.

**8d. GRANTS, REQUESTS & EVENTS**

**8di) Report from Chairman of Grants, Requests and Events Committee**

Cllr Digby confirmed that arrangements were in place to light the beacon at 7.30 pm on 21 April 2016 to commemorate the Queen's 90<sup>th</sup> Birthday.

**8dii) RESOLUTION to APPROVE** that ATC donates £500 towards the ongoing work of CATS (Coastal Accessible Transport Service).

**PROPOSED** by Cllr Jones. **SECONDED** by Cllr Digby.

**8 In Favour**

**0 Against**

**1 Abstention**

**APPROVED**

**8diii) RESOLUTION to APPROVE** that ATC donates £250 towards the work of the Disability Advice Service (East Suffolk)

**PROPOSED** by Cllr Bond. **SECONDED** by Cllr Digby.

**9 In Favour**

**0 Against**

**0 Abstentions**

**APPROVED UNANIMOUSLY**

**8div) RESOLUTION to APPROVE** that ATC give permission for Woodbridge Excelsior Band to play on Moot green on 26 June 2016.

**PROPOSED** by Cllr Digby. **SECONDED** by Cllr Harris.

**9 In Favour**

**0 Against**

**0 Abstentions**

**APPROVED UNANIMOUSLY**

**9. Representatives' Reports.**

- Cllr Worster had attended a Jubilee Hall Trustees meeting.

- Cllr Fellowes had requested further information from Planning Aid England regarding the Sizewell C consultation and hoped to provide an update next month.
- Cllr Walker confirmed that the Alde & Ore's AGM will take place on 25 April at 11am at Thorpeness Country Club.
- Cllr Jones chaired a meeting of the Aldeburgh Community and Sports Trust on Thursday 31 March which focused on preparations for the AGM which is on Wednesday 27 April. She had also attended a committee meeting of Aldeburgh Tennis Club on Friday 1 April. The discussion focused on league entries and fundraising. They have also this year been allocated Wimbledon tickets as part of their LTA membership and they completed the draw for these tickets. The tickets are not free those who were successful in the draw have to pay for them. On the same day there was a meeting of the Aldeburgh Arts Partnership. There were brief updates from representatives present and discussion on the 'What's On' event email which has been trialled and whether it should continue and from what platform.
- Cllr Harris had attended a Museum Trustees meeting.

#### 10. **Town Clerk's Report**

The Town Clerk sought permission from Cllrs to address a number of concerns with the Police and Crime Commissioner and his change team, regarding the new structure, which now places Aldeburgh in the same geographic area as Eye and the poor communication associated with the match-funded PCSO.

Since the announcements concerning the restructure were made in December 2015, there has been a noticeable dip in service levels. This to a certain extent is understandable, but is not a sustainable situation. Having agreed to continue to match-fund a PCSO for another year, it is disappointing to learn that Aldeburgh is to face continued disruption as the Town Clerk has learned that there will be further changes to manpower, particularly from the end of August. Questions to be addressed include understanding what the contingency for replacing this resource might be and how a fully competent match-funded PCSO for the final six months of the contract might be secured?

Despite continued verbal reassurances from colleagues within the Police, County and District Councils, it is becoming clear that an alternate credible solution for parking enforcement will not be in place ready for April 2017. ATC has taken a relatively relaxed approach to a number of the changes that the Police has introduced, but given that the communication from Martlesham has been minimal about the local detail associated with the change process, it is fair to say that the customer (ATC) has been overlooked in a number of aspects.

These concerns were supported by Cllrs, who agreed that this matter should be addressed, particularly given that a detailed Service Level Agreement for the match-funded PCSO is in place.

11. **Mayor's Notes.**

The Mayor reported that he had been involved in a variety of events and meetings during the past month. These included;

- 15 March - Chaired Carnival Committee Meeting and AGM
- 16 March – Attended meeting with Police and Safer Neighbourhood Team
- 17 March – Attended AGNES AGM
- 21 March – Attended Museum meeting
- 23 March – Attended Library Trustees meeting
- 5 April – Chaired Carnival Committee Meeting
- 8 April – Attended Neighbourhood Plan
- 10 April – Attended Woodbridge Town Council Civic Service

12. **Correspondence**

Correspondence had been received relating to the development at the Brick Fields site, in addition to concerns raised about the lack of parking enforcement over the Easter weekend and the netting in Moot Hall Shelter with its resulting impact upon returning swallows and house martins. These matters were discussed at the Committees meeting last month.

13. **Gifts and/or Hospitality Received by Councillors**

Cllrs had nothing to declare this month.

14. **Items to pay** – details had been previously circulated to Cllrs.

All payments were **PROPOSED FOR APPROVAL**  
**PROPOSED** by Cllr Jones. **SECONDED** by Cllr Walker.

**9 In Favour**

**0 Against**

**0 Abstentions**

**CARRIED UNANIMOUSLY**

There being nothing further to discuss the meeting ended at 7.55pm.

**The Annual meeting of Aldeburgh Town Council will take place on Monday 9 May 2016 at  
7.00 pm in The Moot Hall.**