

DRAFT

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

Present: Cllr Kiff, Mayor, took the Chair
Cllr Bond Cllr Digby
Cllr Fellowes Cllr Harris
Cllr Jones Cllr Osben
Cllr Palmer Cllr Stedman

There were three members of the public present, in addition to Cllr Smith – SCC and Cllr Haworth-Culf – SCDC.

1. **Apologies:** Apologies had been received prior to the meeting from Cllr Maureen Jones – SCDC and Cllrs Fox, Walker and Worster.
2. **Councillors’ Declaration of Interest**
There were no declarations of interest.
3. **To Approve the Draft Minutes of the Council meeting held on 14 December 2015**
Minutes of the Council meeting held on 14 December 2015 were **APPROVED**. The Minutes were **APPROVED** and duly signed.
4. **SCC report and Correspondence**
Cllr Smith delivered his report (see Appendix One).

Cllr Smith added to his report that he understood that the Headteacher at Alde Valley had left her post on Friday 8 January and that the Head from Sir John Leman School in Beccles had taken over. Cllr Haworth-Culf commented that it was disappointing he hadn’t been communicated with directly before the news became public. Cllr Smith assured those present he would try and obtain more detail which he would share through the Town Clerk’s office.

Cllr Digby asked if there was any update on ownership of the road leading to King’s Field, as the road housed an Emergency Services vehicle and there was a lack of clarity over the area leading up to and including the perimeter of the Fire Station. The Town Clerk stated that he had asked SCC Highways, but had not received a confirmed answer and Cllr Smith agreed to chase this matter. Cllrs Digby and Jones were in the process of obtaining quotes for repairs to the potholes further along this unnamed road.

Cllr Fellowes asked whether Cllr Smith was aware of how parking enforcement may be managed in the future; given that it is no longer to be the responsibility of the PCSOs. Cllr Smith confirmed he would be meeting with the Police and Crime Commissioner on 5 February 2016 to discuss the future provision of policing in Leiston and Aldeburgh, but he believed that the district authority would take responsibility for this. The Town Clerk urged Cllr Haworth-Culf to seek an update on this matter, so that the necessary plans could be implemented ahead of the busy summer season.

Cllr Kiff sought clarification on the ‘revisions to Council Tax’ which Cllr Smith referred

to in his report. It was confirmed that this is only a proposal at this stage and would be discussed at SCC in February 2016.

5. SCDC Report and Correspondence

Cllr Haworth-Culf delivered her report on behalf of SCDC (see Appendix Two).

There were no questions for the District Cllr this month.

6. Police Report

A report had been submitted, but as there was no representative from the SNT present, the Town Clerk delivered the Police Report. (see Appendix Three).

7. PUBLIC FORUM

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

A resident asked Cllr Haworth-Culf for an update on the future of the Tourist Information Centre. Cllr Haworth-Culf replied that she had sought an update prior to the meeting, but would continue to chase this and report back via the Town Clerk's office.

There being no further questions at this stage, the Mayor reinstated Standing Orders.

COMMITTEES REPORTS:

8a. PROPERTY & FINANCE COMMITTEE

8ai) Report from Chairman of Property & Finance Committee

Cllr Jones reported that work was due to commence on works to extend King's Field Car Park any day. There was more tree work to be carried out following the recommendations of the recently produced tree survey. Cllrs Digby and Jones had walked a number of ATC owned areas to assess where the next re-surfacing and filling works were required.

8b. SERVICES COMMITTEE

8bi) Report from Chairman of Services

In the absence of the Chair, there was nothing to report.

8c. PLANNING

8ci) Report from Chairman of Planning

Cllr Bond reported that, together with Cllr Worster, she had attended a SAASP (Site Allocations & Area Specific Policies Local Plan Working Group Meeting) on Wednesday 6 January at Melton.

The document Aldeburgh has been asked to contribute to is due to be adopted in October of this year and is currently being worked upon prior to being submitted to the Planning Inspectorate in June. The main points that affect Aldeburgh are as follows;

- SCDC would in theory be supportive of a new 'Town Centre' in Aldeburgh (roundabout).
- Additional protection of green spaces is to be included.
- There is to be additional reference/ importance placed on mitigation strategies.

- In general, developments are going to have to be much larger upon initial application to ensure the 106 / CIL money goes to the area that is affected by the development – if the same amount of building goes ahead piecemeal, the money this attracts is far less significant.
- CIL money – should a council reject a significant application that goes ahead upon appeal, that Council does not receive the proportion of CIL / 106 money it would otherwise have been due.

Cllr Bond asked a question at the meeting about ‘What strength in planning policy will the SAASP document have upon completion?’ Cllr Tony Fryatt (Cabinet Member for Planning at SCDC) replied that once adopted, it would be part of planning law, but until that time ‘all sorts of shenanigans’ could take place.

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

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

Before discussing events in 2016, Cllr Digby appealed to Cllr Haworth-Culf for a solution to be implemented at Thorpe Road Car Park, which was regularly flooded; making access to the payment machine virtually impossible. He received some reassurances that this matter was being seriously considered and a business case was being reviewed for a more permanent solution to this issue.

Cllr Digby then asked Cllrs to consider how the town should celebrate the Queen’s 90th Birthday, with the intention of discussing this in greater detail at the Committees meeting later in the month. The Town Clerk commented that there would be a beacon lighting ceremony around the coast on the Queen’s actual birthday (21 April) and it was likely that the Aldeburgh event would be held on Sunday 12 June 2016.

9. **Representatives’ Reports.**

- Cllr Palmer reported that work on the revisions to the Emergency Plan were complete and he thanked the Joint Emergency Planning Unit for their input.
- Cllr Digby reported that over 50% of allotment holders had paid their rent for the coming year.

10. **Town Clerk’s Report**

The Town Clerk explained that the Internal Auditor had moved to a new job. She sought permission from Cllrs to offer the work to Jayne Cole, who had previously been Deputy Chief Executive at SALC and now runs the Local Council Public Advisory Service in Suffolk. She is known to a number of Cllrs who had worked with her in the past.

Cllr Harris **PROPOSED** that ATC awards the role of Internal Auditor to Jayne Cole of LCPAS for the coming year. **SECONDED** by Cllr Jones.

9 In Favour

0 Against

0 Abstentions

CARRIED UNANIMOUSLY

The Town Clerk explained that she had written to Suffolk Constabulary, highlighting a number of points relating to the proposed restructure of PCSOs, but to date hadn’t received a full reply. She was aware that Leiston Town Council had requested that the

Police Commissioner, Tim Passmore and the Chief Constable, Gareth Wilson visits Leiston to talk to the Council. Representatives of ATC had also been invited to participate in this meeting and a date confirming the meeting was awaited.

In the absence of Cllr Walker, she asked for a representative to attend the AOEP meeting on 14 January and Cllr Palmer volunteered.

11. Mayor's Notes.

Following a busy November, the Mayor reported that he had been involved in a number of activities in the lead-up to Christmas and over the festive period. These included;

- 15 December – Library Trustees' farewell lunch to Chairman
- 17 December – Alde Valley School presentation evening
- 20 December – Waveney District Carol Service in Lowestoft
- 21 December – Retirement presentation for the Groundsman, Brian Nickels
- 25 December – Visits to Aldeburgh Hospital and Garrett House to meet patients and residents
- 26 December – Boxing Day swim on Aldeburgh Beach
- 6 January 2016 – Meeting of the Aldeburgh Library Trustees

12. Correspondence

The Town Clerk read two pieces of correspondence; one from the organiser of the Boxing Day swim, thanking ATC for their support and confirming that approximately £1500 would be raised from donations. He also explained the safety measures that were in place, given that the sea was particularly rough on the day.

The second email concerned a request for traffic calming measures to be introduced on Linden Road. Cllr Smith commented that it was something SCC Highways could look into, but he was mindful of the need to restore the bus service along this road and speed bumps were therefore an unlikely solution.

13. Gifts and/or Hospitality Received by Councillors

There was 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 Kiff. **SECONDED** by Cllr Osben.

9 In Favour

0 Against

0 Abstentions

CARRIED UNANIMOUSLY

There being nothing further to discuss the meeting ended at 7.46 pm

The next meeting of Aldeburgh Town Council will take place on Monday 8 February 2016 at 7.00 pm in The Moot Hall.

APPENDIX ONE

SCC REPORT TO ALDEBURGH TOWN COUNCIL

COUNTY COUNCILLOR RICHARD SMITH, MVO

11 JANUARY 2016

May I wish you all happy and healthy New Year.

I had to spend the Christmas period looking after my Mother in Lowestoft who is recovering from an operation, but it did not mean I was unaware of Christmas activities in Aldeburgh, as I read *The Times*' correspondent's account of the Boxing Day swim, the large number of participants and onlookers and the general success of the event. Well done to all those brave people!

May I also commend the efforts of the Town Council, in association with the Business Association, for providing the fine array of Christmas lights and decorations which all most definitely added to the collective festive spirit.

My first other piece of news is to breathe a big sigh of relief that the Alde Lane works are now finished and traffic is using the road again. It has taught me a lesson and, although I have no responsibility for planning decisions, it is necessary to balance the need for a prolonged road closure causing inconvenience to many townspeople, against the benefit of the owner of one property. This closure was out of kilter in any balancing exercise, and I hope others have learned lessons from this experience, as I most certainly have done.

Following your generosity to Aldeburgh and Thorpeness Rugby Club at last month's meeting, I am pleased to inform you that I have allocated £1,000 from my Locality Budget towards Phase Two of the clubhouse refurbishment and, what's more, I know that my SCDC colleagues have also chipped in with further support. Good luck to the club with its future endeavours.

I have always stated that my Party went into the last County Council election pledging not to increase the County's share of the Council Tax for four years, and the budget that I helped prepare for the year commencing 1st April, 2016 envisaged no rise. However, you will be aware that the Chancellor is raising the National Living Wage in four stages to £9 by 2019. The costs of this to the County Council are estimated to be between £6 and £7 million. We looked to the Chancellor for compensatory help in his Comprehensive Spending Review announcements in late November, but came there none!

Instead, he has given upper-tier local authorities, i.e. Counties and Unitary Authorities, permission to raise Council Tax by 2% which, in our case, will bring in an extra £5.7 million next year. This extra money has to be hypothecated to social care spending and, after much debating with my colleagues, we have had to accept that the Chancellor has effectively moved the goal posts and that we have little choice but to follow his suggestion and impose the increase on Suffolk's residents who, in reality, will pay the extra costs of the Chancellor's decision. This year's County budget already includes a contribution from reserves of £14 million (out of a total of £47 million 'free, uncommitted' reserves) and we simply can't increase that take to £20 million. It is another example of how hard the efforts to get the Country's finances back into balance are affecting local government, who claim with some

considerable justification to be the most efficient part of the public sector.

Difficult decisions aside, I am sure that the next year will be a good one for Aldeburgh and that its special lure for visitors will continue to be as strong as ever. We will always need to be vigilant and responsive – as the County and the Environment Agency have been over repairing so quickly the damaged road to the Martello Tower. Praise should be given where and when it is deserved!

APPENDIX TWO

SCDC REPORT TO ALDEBURGH TOWN COUNCIL

COUNCILLOR T-J HAWORTH-CULF

11 JANUARY 2016

May we take this opportunity to wish you a Happy New Year. Cllr Jones sends her apologies this evening as she is attending another ward meeting.

Financial Overview – 2015/16 and beyond

As you are aware, the Chancellor announced the Autumn Statement and Spending Review 2015 to Parliament in November. Then we received the Provisional Financial Settlement shortly before Christmas.

We are currently examining the figures in detail to work out exactly what the settlement means for Suffolk Coastal. The proposed budget for 2015/16 will then be brought before Cabinet and Scrutiny at the beginning of February, ahead of it being presented to Full Council at the end of that month.

However, at this stage, it looks likely that we will have to increase our portion of the Council Tax – for the first time since 2010.

The reality is that our funding from central Government has already been cut by 40 per cent in the last five years. In the same period Suffolk Coastal also froze its portion of the Council Tax, leading to a reduction in our net budget of £3.7 million.

Now Government has announced it is planning to remove the Revenue Support Grant (RSG) over the next four years – which will mean a significant cut in our core funding of over £2million by the end of the Parliament.

Like many district councils, for Suffolk Coastal, New Homes Bonus (NHB) also represents an essential part of the council's core income – a fact that the Government itself recognises by including it in Core Spending Power.

Taken together, the RSG exemplifications in the provisional Settlement and the preferred NHB option will see funding from these sources reduce from over £3.6m in 2015/16 to around £500,000 in 2019/20.

Although we knew we were going to face some reduction to our budget, this settlement is worse than we had expected. So it is possible that, like most councils, we will be forced to increase our portion of Council Tax by up to 2% in the next financial year.

While Suffolk Coastal remains committed to continuing to find innovative ways of making savings through increased partnership working and improved efficiency, we need to make sure that we are in a position to protect frontline services, help provide more affordable homes and support economic development in the District.

Suffolk Coastal is already the strongest economy in Suffolk. Our Business Plan and Medium Term Financial Strategy for the next four years focus on how we, as a council, can invest in our local communities to enable them to flourish.

Latest Devolution Update

On 7 December, Norfolk and Suffolk's Leaders met to consider the shape of our devolution proposals and decide what more needs to be done before the final version can be sent to Government.

Good progress is being made across all of the work streams, with ongoing support from civil servants.

The leaders also agreed to start a dialogue with colleagues in Cambridgeshire to explore the possibility of closer co-operation with those councils, although work on the Norfolk Suffolk proposals will also continue as planned.

On 9 December, the Cities and Local Government Devolution Bill reached its Report stage in the House of Commons. Some new amendments were tabled, including those relating to the role of the Secretary of State. The Government's approach to devolution remains one based on collaboration and consensus, as in the case of the Norfolk and Suffolk proposals.

A Grant Thornton survey of larger businesses in Norfolk and Suffolk showed that over half of respondents support having more local control over infrastructure, economic development and skills:

https://www.suffolkchamber.co.uk/news/chamber_news/over_half_of_norfolk_and_suffolk_businesses_support_devolution_says_new_survey/

The next steps will be to continue to work on our proposals, with a view to completing them in the New Year.

We have also commissioned the Local Government Information Unit (LGIU) to run a series of seminars (one in each of the councils participating in the Norfolk and Suffolk devolution bid) to allow all councillors the opportunity to share their views and ideas on our emerging proposals, in a politically-led environment, as well as ask questions about the proposals.

Waste Collection – Brown Bins

Can you be clear when you are speaking to people that Suffolk Coastal is not planning to charge for collecting organic waste (brown bins).

There does seem to be some confusion in the local community, so we need to make sure people are aware that we have made this decision.

Cabinet did review our arrangements after the County Council cut its financial support (recycling credits) for this service. However, it was decided we will not impose a charge.

This is an important issue for Suffolk Coastal. We have an excellent track record on recycling. In 2013/14 we were in the top 10% of local authorities in the country (coming 19th out of 352 authorities) with a recycling rate of 57.44%.

Although we recognise that there will be financial implications for this Council, the decision to not charge for this service was taken to allow us to build on this good recycling performance. This will be reviewed annually.

New Headquarters

The buildings which will house our new headquarters, opposite Melton Railway Station, are now really starting to take shape. The external cladding, windows and sedum (green) roofing are now being put in place, so you can get a good idea of how the new HQ will look.

Work is on schedule to be completed during spring next year (2016), ahead of Suffolk Coastal taking over the building to fit it out to our requirements. We should be able to move in during the autumn.

A lot of work is going on internally to engage staff in ensuring the building meets our requirements and, as you will have seen, we are also currently in the process of trying to select a name for the building. If you have any suggestions, please send them to: accommodation.scdc@eastsoffolk.gov.uk

With reference to the sale of the existing headquarters, we received a very positive response to placing it on the market and are currently in the process of considering the offers on the table to ensure we get the best deal for Suffolk Coastal and the tax payers of this District.

Once we have selected the best option, we will report our recommendation to Full Council, before moving forward with the sale.

Weather Latest

The District has experienced heavy rain, which can/did cause river levels to rise, as the water runs off. For all the latest information on the weather and flood warnings, see:

- <https://flood-warning-information.service.gov.uk/map>
- <https://www.gov.uk/sign-up-for-flood-warnings>

Is your business prepared?

East Suffolk businesses are being encouraged to take up support to ensure they are prepared against disruption.

Severe weather is one of the main reasons for business disruption in the UK as well as loss of data and supply chain issues also having significant impact on a business.

The new online toolkit BERT (The Business Efficient Resilience Toolkit) has been launched by the Environment Agency, Suffolk Coastal and Waveney District Councils and Groundwork to help businesses across east Suffolk prepare and recover from these types of disruption.

The toolkit aims to help businesses develop and build a resilience action plan and comes with a free support package provided by Groundwork, which includes telephone support, workshops and individual support to coastal businesses in Suffolk and Norfolk.

Following completion of the full check on BERT, Groundwork can provide free telephone & email or on-site support to help the business prioritise its recommended actions and work towards their implementation.

For more information about the toolkit, visit: www.getbusinessresilient.co.uk
Or contact Groundwork on **01473350370**
or email: suffolkbusinessadvisor@groundwork.org.uk

Environment Agency – planned works Slaughden.

I have already forwarded the information to the Town Clerk but as a reminder the EA are holding a drop in on the 20th January 2016 at the Church Hall 2-6pm for more info please call 03708 506506

SCDC welcomes considerate dog walkers

You may have seen in the paper that Suffolk Coastal is urging all dog walkers to be considerate of others in a popular new community park in South Felixstowe.

Following high levels of complaints of dog fouling and dogs being allowed to wander freely through the children's' play areas at Martello Park, the council is urging dog owners to clear up after, maintain proper control of their dogs at all times, and to also be on the lookout for offenders.

This problem effects some other areas/towns and acts as a reminder to all dog owners.

Not cleaning up immediately after your dog has fouled any relevant public land is an offence under the Dogs (Fouling of Land) Act 1996. Offenders can receive a fixed penalty fine of £80, or if convicted of the offence a fine of up to £1,000.

Any litter bin can be used for dog waste. If there are no bins available, dog waste must be taken home and disposed of in your grey-lidded wheeled bin - leaving bagged dog waste behind is a littering offence for which fixed penalties of £80 can be issued.

Carol Poulter said

“I would urge all dog walkers who use and enjoy Martello Park to remember that this is a shared space for the whole community, including families with small children, so it is particularly important that they remember to take sufficient bags and to clean up after their dogs at all times – it is absolutely unacceptable for any dog walker to fail to clear up after their dog has fouled besides children's' play equipment.

It is also particularly important that dog walkers keep their dogs under proper control at all times – you may believe that your dog is just playful or boisterous, but unwanted attention by over-friendly dogs can cause distress to others, particularly young children, the elderly and infirm, and other dog walkers with smaller or more nervous dogs. To help reassure other users of the park, we are therefore also asking all dog walkers to keep their dogs on a fixed lead at all times within the area.”

Anyone who observes a dog walker failing to clear up after their dog in this, or any other area, and has information that would enable the individual responsible to be identified and contacted, can contact Suffolk Coastal on **01394 444000** in confidence.

Information that may enable an investigation to take place can include the following:

Name of offender if known

Address of offender if known

Address into which offender is seen to enter

Details of vehicle seen to be used by offender
Date, time and specific location of incident.

Other News

Good news for Coastal projects: There was good news for Coastal Community Teams across East Suffolk in December with the announcement that a number of coastal regeneration projects have been awarded development grants to help enhance and improve the area's coastline.

You may remember that the Department for Communities and Local Government (DCLG) came to Landguard Fort, Felixstowe, in July to launch the Coastal Revival Fund and appeal for people to bid for up to £50,000 funding to revive heritage assets which are important to their local communities.

The DCLG has revealed that coastal projects at Bawdsey, Felixstowe and Lowestoft have been selected from over 220 applications to receive a share of the £3million Coastal Revival Fund (CRF).

Coastal revival funding will be used to help secure key coastal attractions, public areas and heritage structures along the Suffolk coastline. The Felixstowe Coastal Community Team (CCT), known as Felixstowe Forward, has been awarded £27,900 for the Discover Landguard project at Landguard Fort. The grant will help to further develop this key heritage site.

Managed by the Deben CCT, the Bawdsey Radar project and quay visitors centre has been awarded a total of £45,000. The Lowestoft CCT will receive development grants for the regeneration of both the South Lowestoft seafront and the historic Scores. Both projects have been awarded £25,000 by the CRF, which will be used to kick-start work to improve and enhance these key tourist areas.

For more information about the work of the East Suffolk CCTs, please visit:
www.coastalcommunities.co.uk/coastal-teams/felixstowe
www.coastalcommunities.co.uk/coastal-teams/deben-peninsula
www.coastalcommunities.co.uk/coastal-teams/lowestoft

For details of the wider Coastal Revival Fund announcement, and other recipients of funding, see: www.gov.uk/government/news/iconic-coastal-heritage-sites-set-for-3-million-makeover

I mentioned this last year - Clean for The Queen

Clean for The Queen is a campaign to clear up Britain in time for Her Majesty the Queen's 90th birthday, which will be officially celebrated in June 2016

When she came to the throne litter was not the problem that it is today. Food packaging, plastic bottles, takeaway meals and cigarette butts have all contributed to a growing menace that affects our wildlife, streets, countryside and sense of pride.

What better way could we show our gratitude to Her Majesty than to clean up our country?

The campaign is calling on individuals, volunteer groups, local councils, businesses and schools to do their bit. You can start now and also take part in our Clean for The Queen weekend on 4, 5 & 6 March 2016.

Please encourage people to register their interest and help Clean for The Queen, at:
www.cleanforthequeen.co.uk/home/2365

We hope you find the information within the report useful. Despite the challenging times we are in, Cllr Jones and I look forward to working with you all in the coming year.

APPENDIX THREE

POLICE REPORT TO ALDEBURGH TOWN COUNCIL - JANUARY 2016

There were 7 crimes for Aldeburgh in December 2015.
There were 9 crimes for the same time period in 2014.

No of offences	Offence	Type of offence
1	Assault	ABH Assault - investigation ongoing
3	Theft	3x Theft Other
2	Criminal Damage	2x Criminal Damage Under £5000
1	Other	Malicious Communications

No of offences	Offence	Location of offence
4	Parking	Aldeburgh

Aldeburgh and Leiston Priorities:

Aldeburgh – Road Safety. To improve awareness of road safety amongst young children and the elderly by liaising with junior road safety officers in the schools and promote road safety and the highway code to pedestrians and cyclists.

Your Safer Neighbourhood Team

Tel. 101

E-mail leistonaldeburgh.snt@suffolk.pnn.police.uk

PS 403 Mark Beresford

PC 1510 Carl Lawrence

PCSO 3111 Terry Barrow

PCSO 3316 Chris Francis