

**MINUTES OF ALDEBURGH TOWN COUNCIL MEETING HELD IN THE  
MOOT HALL ON MONDAY 9<sup>th</sup> October 2023 AT 7PM**

**Present:** Cllr Webster - Chair                      Cllr Haworth-Culf  
              Cllr Jones                                    Cllr Howard-Dobson  
              Cllr Fellowes                                Cllr Fox  
              Cllr Bond                                     Cllr Langley  
              Cllr Lumpkin                                Cllr Whitelock ESC  
              Town Clerk-Kim Puttock

There were 2 members of the public in attendance representatives from The Jubilee Hall.

**1. Apologies:** Cllr Haworth

**2. To Receive Councillors' Declarations of Interest**

Cllr Fellowes declared an interest as she is a representative of Aldeburgh Library. She will note vote agenda item (dii).

**3. To Approve the Draft Minutes of the Council Meeting held on 2023:**

The draft minutes of the Council Meeting held on 11<sup>th</sup> September 2023 were approved by Council members with a show of hands. Cllr Webster signed and dated the minutes.

**4. SCC Report and Correspondence:**

The SCC report for the month has previously been circulated. In addition to this Cllr Haworth-Culf reported that she attended the Fire and Public Services Public Steering Group meeting held by SCC. John Lacey praised the on-call Fire Fighters in Aldeburgh and thanked the leading Fireman. This is good news for the town.

Representatives from SCC including Cllr Haworth-Culf are writing decision reports following the consultation on Leiston Road parking. The Town Clerk will be asked for input.

Cllr Haworth-Culf attended a SZC meeting in Leiston where a representative announced the possibility of bringing forward the funding for sports. Town Clerk has bookmarked this to look out for developments.

**5. ESC Report and Correspondence:**

The ESC report for September has been received and circulated. Cllr Whitelock Comments on the Draft Custom and Self-build Housing Supplementary Planning Document must be submitted by 5pm on Wednesday 18 October 2023. The extension to the Conservation Area went through with a unanimous vote. ESC has strengthened its commitment to ensuring the best possible outcomes and minimal

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impact for local communities from the construction of Sizewell C and a more consistent approach with energy projects.

Cllr Whitelock also reported that a LionLink public meeting was held in Leiston and there are two further webinars planned for Tuesday 17<sup>th</sup> October and Wednesday 18<sup>th</sup> October.

Cllr Bond requested ATC are provided with regular updates on all energy projects in written form. This is so that Cllrs can look at the detail about projects. ATC used to receive this from Cllr Cooper who is no longer in service. Cllr Whitmore is happy to investigate if this can be provided.

**6. Police Report:**

Cllr Fellowes reported that there is a meeting next week to be held by the police proposing new way of policing in this area. There are only 3 officers in this area.

**7. Public Forum**

Cllr Webster suspended standing orders and invited members of the public to speak. Ann Barkway (Jubilee Hall Trustee & Interim Manager) and David Mackie (Chair of The Jubilee Hall) approached the table.

Obviously, it has been a turbulent time since Covid but many people have expressed their excitement and gratitude that the hall is open. Please take a look at their book which talks about 136 years of the Jubilee Hall. It is a very traditional hall and has had a close connection with ATC and the Mayor. Cllr Howard-Dobson also being a trustee.

We are embracing being a community hall for entertainment. The hall benefits from 6 hugely active volunteer trustees.

There aim includes to create a programme of entertainment that appeals to all and with some big names. A part time Community Outreach officer has been appointed who will be partly funded by SCC. Another aim is to promote community use and is pleased to say that the Primary School are using and will host their Christmas Show in the hall.

Very pleased that Riley and Riley jewellery shop have let them use their prominent wall space to advertise the programme.

During the Summer 220 people book and attend performance daily. Therefore, they are bringing many people to the town who will hopefully stay in the town for lunch and to shop.

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The Jubilee Hall replies on funding and legacies. It also is responsible for keeping the building in good repair. This year there are plans to refresh the foyer and bar area.

Cllrs thanked Ann Barkway and David Mackie for everything they contribute to the town. Cllrs put the below questions to them:

Town Clerk talked about wanting to improve ATC website and add a What's On section. She would like to meet and discuss ways to include the Jubilee Hall. Contact will be made.

Cllr Lumpkin would like to find a more integrated approach to Christmas events and would also like to meet to have a discussion to find ways to work together.

**Cllr Whitelock and two members of the public left the meeting at 7.25pm**

Cllr Webster reinstated standing orders.

**8a) PROPERTY & FINANCE COMMITTEE**

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

**Finance**

As soon as we have the end of month accounts are reconciled we will be able to produce the Variance report and start the budget process.

TC and Cllr Jones met with Peter Libardi regarding the lease renewal of the Ice-cream kiosk and agreed terms, with a rent increase, rent review periods and monthly direct debit rent payments. Birketts solicitors to be instructed for a new lease.

Cllr Jones suggested that the council utilises £25k earmarked funds allocated to the Town Plan to develop projects ready for when Sizewell funding is available. As there is not the capacity to do this in house because we need to have projects developed and costed ready for submission. Key projects for the town need to be identified.

**RESOLUTION to APPROVE** £25k earmarked funds allocated to Town Plan to be used to develop projects ready for when SZC funding is available. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Fox.

In Favour	7
Against	0
Abstentions	0

**CARRIED UNANIMOUSLY**

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**Sports**

Cllr Jones has investigated league games for which the seafront Boules pitches are already used for. Therefore, no requirement for additional pitches to enable league games. The request for additional pitches will not be progressed.

**Property**

Cllr Jones reported that she has received a quote for the Tractor Shed for £9570 to complete the outstanding work to bring the building to a lettable state. A couple of clarifications have been requested about the detail. With the amounts already spent on the dirty water drainage and UK power networks total is circa £16k. With a budget of £25k there is still money left to complete any tenant requirements.

Regarding the dead trees on Kemps field. The invoice for the trees to be authorised on Agenda Item items to pay. This will secure the trees until we are ready for East Suffolk Services to plant before the end of the year.

We are waiting for the 4 planters to be moved and planted up. This is due to done when the bedding plants are put in on Moot Green.

Cllr Jones as requested another quote to move the fence panel behind the Rugby club which was more expensive than the new panel.

We are waiting for Hoggs builders to send their schedule of recommended works to the Moot Hall. Cllr Jones continues to chase.

DTC, TC and Cllr Jones have reviewed all the allotments. There are a number which fall short of what is reasonably expected. We are going to develop a red/amber/ green rating which we can introduce at renewal for implementation next year. Meantime DTC will speak to those allotment holders who are clearly not working their patch.

Play equipment repairs have been completed to patch the wet pour and weed spray. We are looking for replacement parts for the noughts and crosses game. Some new safety signage is also ready to be installed by the basketball posts and the outdoor play equipment. The work has been instructed to repair the damage to the shelter roof on Kemps field.

Cllr Jones as spoken to the contractors again last week who have said they will begin work on the Groundman's Cottage in two weeks. They have had some delays on their current job. Cllr Howard-Dobson asked why we haven't hired another contractor as this problem of damp has been going on since July 2021. The toilet is unpleasant with damp on the wall and condensation.

I have had a response from SCC regarding the path across the marshes as it is overgrown and have sent photos as requested for them to consider. They confirmed that they have not heard anything from the Inspector regarding the proposed Coastal path route. Cllr Haworth Culf has arranged for the footpath at Tiffany corner to be strimmed although believes ownership has not been established.

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**Christmas Lights**

Cllr Jones reported that herself with Cllrs Lumpkin, Haworth-Culf, Fox and TC had met with three owners of businesses on the High St to discuss plans for Christmas. They are happy with our proposal for Moot Green but timing should coincide with their plans. They stressed that timing is key to benefit from seasonal trade and lights in place by mid November. They also felt that a large tree on the High Street is critical.

Bearing the above in mind our revised plan reflects the need to continue with 2 large trees as per previous years and switch on 18<sup>th</sup> November.

The three owners do not want the lights on the lampposts as they are too expensive and not particularly liked. They plan to utilize the flag brackets (130) with lighted real trees.

Cllr Jones has received a quote for putting up the lights on The Moot Hall building and for the small trees. Costs are being obtained for the lights on the big trees. We anticipate our budget will be able to cover this.

As the business owners need a kickstart to enable orders to be placed for the mini trees.

It is proposed to help them this year and they should then be able to fund the trees in the future. This would be for ATC to purchase the trees and batteries, they will fund the lights. Costs are being sought but circa a further £2500.

**RESOLUTION to APPROVE** paying for 130 small real Christmas trees and batteries for tree lights to kickstart businesses on the High Street with their plans to decorate for Christmas.  
**PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Jones.

In Favour	7
Against	0
Abstentions	0

**CARRIED UNANIMOUSLY**

**There was nothing further to discuss and the meeting ended at 7.57pm**

**8b) SERVICES COMMITTEE**

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

Cllr Fellowes reported that we are waiting for the flag and timetable to finish the bus stop in the High Street. Cllr Fellowes suggests a replacement bus stop is needed at Linden Road due to poor condition and a quote will be sought. CIL monies can be used for this.

Cllr Fellowes will bid for funding from ESC for a 2<sup>nd</sup> Town Map to be located at Fort Green. This can also cover visitor support signs. Cllr Fellowes will bring images of proposed seagull signs to Committees meeting.

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Three places have been identified where bollards are needed along Cragg Path. There used to also be a gate in one place which can be considered. Cllr Fellowes will prepare a map of where the gate and bollards are proposed. Funding will also be applied for towards this project Cllr Haworth-Culf has also pledged funding towards the bollards. Permission may be required from SCC as it is a highway.

SCC have not heard back from the owner of The Wentworth Hotel and therefore it is possible that their proposal may not be progressed.

Cllr Lumpkin will investigate the towns flood boards as these are incorporated in the Town Plan.

Cllr Fellowes reported that there are two webinars for anyone wishing to attend being held on 17<sup>th</sup> and 18<sup>th</sup> October in the evening.

Cllr Haworth-Culf raised that the criteria of eligibility for issuing permits for parking in the Fisherman's Carpark needs discussing and agreement.

- 8bii)** Cllr Fellowes reported that for any suitable projects the Community Probation Service would provide the labour and supervision.

**There was nothing further to discuss and the meeting ended at 8.15pm**

**8c) PLANNING COMMITTEE**

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

Cllr Webster reported that a planning committee meeting was held this morning. Two applications were consulted as due for comment by tomorrow, others deferred so that we comment nearer the closing deadline, to consider any residents comments.

Cllr Webster reported that Mr Marriot at Fishing Hut 3 has now added more tables to the rear of the Hut further down the beach, he has photo evidence of this. Cllrs felt that this could create a precedent and also expressed a view that the beach should remain clear for emergency services. We understand that planning applications are still being held with the Planning Officer at ESC. However, we would like confirmation that these will be refused due to breaching the lease conditions and the on-going enforcement action.

**There was nothing further to discuss and the meeting ended at 8.30pm**

**8d) GRANTS, REQUESTS AND EVENTS COMMITTEE**

- 8di)** The town Litter Pick organised by the Rapid Relief Team is planned for 21<sup>st</sup> October. They will be based at Kings Field and offer volunteers a free burger lunch.

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- 8dii) RESOLUTION to APPROVE** donating £150 to Avocet Academy Trust for Aldeburgh Primary School to purchase a library card for pupils. **PROPOSED FOR APPROVAL** by Cllr Jones and **SECONDED** by Cllr Fox.

In Favour	6
Against	0
Abstentions	1

**There was nothing further to discuss and the meeting ended at 8.40pm**

**9) Representatives' Reports**

Cllr Jones attended an Aldeburgh Society meeting which included discussions about various Energy Projects, Conservation Area and their talks programme.

Cllr Jones also attended a Tennis Club AGM and plans to attend the OGS Trust meeting next Wednesday.

Cllr Haworth-Culf attended a meeting about Christmas lights with other Cllrs and representatives from three high street retailer. She reported that the LionLink meeting in Leiston was well attended. However no representative present from SeaLink which is vital for co-ordination of projects.

Cllr Fellowes attended the Library Trust meeting which is monthly. She also attended a Joint energy meeting.

Cllr Lumpkin attended a Community Partnership meeting held in Friston. This covered Mental Health with a view to linking with the Waterloo Centre in Leiston, accessing dental care for youngsters and trans services.

Cllr Lumpkin reported that the Church have appointed a new Centre Manager for the Fairfield Centre. They hope to put on a Christmas meal this year. The Church is planning to open up use of the centre to all Parishes.

Cllr Bond attended a Neighbourhood Watch meeting. There will be new signage displayed which is proven to work. Police were in attendance and Cllr Bond found the meeting to be very positive.

**10) Report from the Town Clerk**

- a)** A letter has been received from East Suffolk Council setting out the direction East Suffolk Council proposes to take over the next four years. There is a survey to complete and which has been shared with all Cllrs on 26<sup>th</sup> September 2023. Feedback is being collated and TC will submit a collective response on 11<sup>th</sup> October 2023 before the deadline of 15<sup>th</sup> October 2023.

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- b) TC emailed Alistair Bissett ESC (26/9/2023) thanking him for keeping us updated regarding Fishing Hut 3 and requesting that he keep us informed should there be a change in tenant in the future.
- c) TC made Committee aware of two possible funding opportunities for defibrillators. We have recently purchased two in the town but can consider this funding in the future.
- d) TC has previously circulated an updated Code of Conduct to be adopted. Cllr Fellowes commented that parts of this document are written as if to apply more to the District Council. For example, TC would report to the Monitoring Officer, reps going to outside bodies. It was proposed to adopt this document subject to these minor changes.

**RESOLUTION** to **APPROVE** the adoption of the updated Code of Conduct Document subject to the above minor changes. **PROPOSED FOR APPROVAL** by Cllr Webster and **SECONDED** by Cllr Haworth-Culf.

In Favour	7
Against	0
Abstentions	0

**CARRIED UNANIMOUSLY**

**11) Mayor's Notes**

Met the EAPC Car Club at Moot Green on 17<sup>th</sup> September  
Chaired Carnival Meeting on 19<sup>th</sup> September  
Attended Civic Service in Ipswich on 15<sup>th</sup> September

Cllr Webster suspended standing order section 3 (w) as the duration is being exceeded.

**12) Correspondence**

TC received a letter of complaint about dog owners not picking up dog poo. This is a problem and in the past we have been pro-active and purchased more dog bins. Services Committee will investigate more eye-catching signs to deter. Cllrs discussed posting on the Facebook Chit Chat page and adding to noticeboards and website to highlight the problem.

For all reports we would like to bet to the public Cllr Fellowes recalls that ATC used to have a regular page in the Aldeburgh Times which may be worth considering again.

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

None

**14) Items to Pay**



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**RESOLUTION** to **APPROVE** proceeding with payment of invoices as circulated on the amended Items to Pay report. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Jones.

In Favour	7
Against	0
Abstentions	0

**CARRIED UNANIMOUSLY**

**There being nothing further to discuss the meeting ended at 9.10 pm**

The next meeting of Aldeburgh Town Council will be held in the Moot Hall on Monday 13<sup>th</sup> November 2023 at 7pm.