



ALDEBURGH TOWN COUNCIL

MOOT HALL, MARKET CROSS PLACE
ALDEBURGH, SUFFOLK, IP15 5DS

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MINUTES OF ALDEBURGH TOWN COUNCIL MEETING HELD IN THE MOOT HALL ON MONDAY 11th December 2023 AT 7PM

Present: Cllr Fellowes, Cllr Fox, Cllr Haworth, Cllr Haworth-Culf, Cllr Howard-Dobson, Cllr Lumpkin, Cllr Webster, Cllr Jones, Cllr Bond

In attendance: Town Clerk, Deputy Town Clerk. East Suffolk Council Cllr Whitelock and 2 members of the public in attendance.

Absent: Cllr Langley

36. Apologies: none

37. To Receive Councillors' Declarations of Interest

The following were agreed to be added as a standing declaration for all further meetings. Declarations for Cllr Haworth and Cllr Haworth-Culf.

Cllr Haworth and Cllr Haworth-Culf declared an interest regarding any LionLink and Sealink issues to be discussed. Cllr Haworth-Culf has a dispensation at SCC for related discussions.

Cllr Bond declared a non-pecuniary interest regarding the Five Estuaries Offshore Wind Farm agenda item 43.

Cllr Haworth-Culf declared a non-pecuniary interest as member of The National Trust regarding the Five Estuaries Offshore Wind Farm agenda item 43.

38. SCC Report and Correspondence:

The receipt of a written report from Suffolk County Council (SCC) Councillor report was noted and previously circulated. Cllr Haworth-Culf (SCC) stressed the importance of being vigilant of the many scams that are circulating. These includes vouchers, emails, telephone and email scams and it is all too easy to get caught out.

Cllr Haworth-Culf will be attending Suffolk County Council's Cabinet meeting tomorrow at which the SeaLink proposal will be considered. She is more than happy to ask questions on our behalf at this meeting. Cllr Haworth-Culf reported that all town and parish councils face a colossal job responding to yet another consultation. How do we make sure people understand and feel able to ask how energy projects are going to impact them.

39. ESC Report and Correspondence:

The receipt of a written report from East Suffolk Council (ESC) Councillors was noted and previously circulated. Cllr Fox asked Cllr Whitelock if she can resume giving a brief summary at these meetings as she had done in the past. Cllr Fellowes reported that she is pleased that the dog order has been passed for Aldeburgh beach.

40. Public Forum

Cllr Webster suspended Standing Orders.

A member of the public addressed the meeting to say that he is pleased that the minutes on the council’s website are up to date and he finds this very useful. He requests that the monthly reports from East Suffolk Council and Suffolk County Council are also added for residents to view. With regard to energy projects there is utter confusion with the number of proposed schemes. He feels that past feedback given to energy companies at previous information sessions has been totally ignored. There is no recognition from these companies that there are people against. He suggests a robust response that reflects the views of local population as their representation.

Cllr Haworth-Culf responded by saying that we are continually thinking of ways to get information to people. For example in newspapers, on-line, social media. However, people cannot be made to read the articles. We are trying to reach as many people as possible and more recently Cllr Fellowes has co-ordinated postcards going to every property in the town. Cllr Haworth-Culf will ask if there is a central point where a person can find out about the energy projects in a nutshell and how it affects them.

Cllr Fellowes believes there needs to be a co-ordinated approach and would like to know how to affect the SCC’s submission. She reported that the planning authority will have more weight and we will need to think carefully about our comments to be in the best position to influence decisions.

The member of the public finished by reporting his overriding concern of not knowing.

Cllr Webster re-instated Standing Orders.

Cllr Whitelock (ESC) left the meeting at 7.20pm

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

The draft minutes of the Council Meeting held on 13th November 2023 were approved unanimously by a show of hands. Cllr Jones abstained as she was not present at the meeting. Cllr Webster signed and dated the minutes.

RESOLUTION to APPROVE the Draft Minutes of the Council Meeting held on 13th November 2023. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Fellowes

In Favour	6
Against	0
Abstentions	1

42. Property and Finance Committee:

42.1 The draft minutes of the meeting of the Property and Finance Committee held on 27th November 2023 were approved unanimously by a show of hands. Cllr Jones signed and dated the minutes.

42.2 Report from the Chair of the Property and Finance Committee

Finance. Cllr Jones has previously circulated the Income and Expenditure account and a note explaining the variances. As there have been no questions submitted Cllr Jones assumes all understand and are happy. This has been used for the basis of the projection for this year and the budget for next. The budget will be circulated together with the recommendations from the committee chairs. The precept will need to be agreed at the Council meeting in January for submission to ESC.

Sports. Cllr Jones reported that she and Cllr Fox met with the chair of Aldeburgh Rugby club last week. This was to discuss the idea of creating new changing facilities for the town in the Rugby pavilion and thus releasing the space in the existing facilities in OGS. This would enable improvements to OGS. The existing facilities no longer meet FA regulations and there is no room to expand. The Rugby club has funds to contribute and has already funded the necessary water supply at circa £11k. Cllrs Fox and Jones proposed that we utilize some of our agreed development fund into getting architectural drawings for the changing facilities. The Rugby club already has an outline set of drawings which need improvement and incorporation of the FA guidelines. Having drawings would enable us to seek quotes and costings. Depending on the outcome we would be in a position to agree on the next steps. The Rugby club are hoping to complete the work at the end of this season ready for the start of the 24/25 season. This will very much depend on the costings. Whilst engaging the draughtsman to complete these drawings they suggest that we could also engage them to complete options for the OGS space. Gaining plans and costings would make sure we had an ‘oven ready package’ if there were to be any money available from other sources also.

RESOLUTION to APPROVE authorising an upper limit of £5000 from the development fund to have architectural drawings produced of the proposed changing facilities at the Rugby Club. **PROPOSED FOR APPROVAL** by Cllr Fox and **SECONDED** by Cllr Haworth.

In Favour	7
Against	0
Abstentions	0

Property.

Tractor shed. Cllr Jones reported on an alternative product that she has been recommended for use on the floor. This is a self-levelling compound which is for problem floors with damp issues which would work as another layer of protection but would cost an additional £1000. Due to the damp problems Cllr Jones suggests we should go with this product as any problems once we have a tenant in situ would be much more expensive to deal with. There is still £4500 in earmarked reserves to cover this and leaving funds for a toilet/kitchen unit depending on a tenant's requirements.

RESOLUTION to APPROVE opting for the alternative floor compound as recommended costing an additional £1000. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Bond.

In Favour	7
Against	0
Abstentions	0

Allotments. Cllr Jones recommended that we should consider increasing. Allotment renewals are due 1st January 2024. Last year allotment rents were increased by 10% and 50% of the pensioners discount was withdrawn. Also agreed at that time was to withdraw the remaining 50% of pensioners discount. RPI for the year is circa 6% and Cllr Jones suggested we increase by this amount. Costs relating to allotment management have increased and have included clearing asbestos and untidy allotments. The Council decided to round up the rent to £25 for a full plot and £12.50 for a half plot.

RESOLUTION to APPROVE increasing rent charges for allotments to £25 for a full plot and £12.50 for a half plot. Increases with effect from 1st January 2024. **PROPOSED FOR APPROVAL** by Cllr Fox and **SECONDED** by Cllr Haworth.

In Favour	7
Against	0
Abstentions	0

Groundsman's Cottage. Cllr Jones reported that she has asked the contractor Skale to contact Ian Culf to discuss the necessary insulation work.

Cllr Jones reported she is waiting for a date for the tennis courts contractor to inspect the bottom courts and for them to recommend what is required to rectify the cracks.

Cllr Jones has not yet had a response from Hoggs builders following a recent conversation and after forwarding photos of the damp patches in the offices at the Moot Hall.

42.3 **RESOLUTION to APPROVE** the purchase of a replacement mower for the Bowls Club £4895. The Bowls Club will contribute £1000 of this cost. **PROPOSED FOR APPROVAL** by Cllr Jones and **SECONDED** by Cllr Webster.

In Favour	7
Against	0
Abstentions	0

42.4 **RESOLUTION to APPROVE** the Income list for November 2023 and the Payments list for December 2023. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Jones.

In Favour	7
Against	0
Abstentions	0

43 **Services Committee**

43.1 The draft minutes of the meeting of the Services Committee held on 27th November 2023 were approved unanimously by a show of hands. Cllr Fellowes signed and dated the minutes.

43.2 **Report from the Chair of the Services Committee**

Discussion took place about the town board for Fort Green which ordering had been agreed at last month's Council meeting. Cllr Jones challenged that ATC should not pay for this as this item could be included on the ESC Levelling Up grant application. The cost of the town board is £5k. Cllr Fellowes said as an exception because Cllr Jones was absent from the previous meeting, and it was unclear from the minutes which part of ATC budget the funding was agreed to come from, that she would add the town board to the Levelling up grant application. Cllr Fellowes requested this be recorded in the minutes as an explanation of why decision agreed has not been actioned under the 6 month rule. The TC will check if there is inflation to add to the cost of the town board.

Cllr Jones is in agreement that the cost of the second town board to be claimed on the ESC grant but is unsure about other items that may also be included on the application. Suggests the town board be claimed separately.

Cllr Fellowes directed Cllr Jones to the guidance document circulated, which included wayfinding such as the town board, and also feasibility studies to improve disabled access and cycle/pedestrian ways. The fund is available up to £15k.

RESOLUTION to APPROVE adding the 2nd town board to other items in the ESC levelling up grant application for funding. **PROPOSED FOR APPROVAL** by Cllr Fellowes and **SECONDED** by Cllr Haworth-Culf.

In Favour	5
Against	0
Abstentions	2

Cllr Haworth-Culf has funding she can give to pay for the bollards and requested quotes from Cllr Fellowes. The cost for licences will also need to be included.

Cllr Fellowes proposed that the Services Working Group meet on Thursday 4th January at 10am. Subsequent meetings to take place on the first Thursday on the month.

Energy Projects

Cllr Fellowes reported on the Five Estuaries Offshore Wind Farm project. Between 5 December 2023 and 31 January 2024 Five Estuaries are consulting on proposals to improve the habitat for lesser black-backed gulls in East Suffolk, to compensate for a potential impact on the species from our proposed offshore wind turbines. This consultation only relates to proposed habitat improvement measures around Orford Ness in Suffolk. They have written to residents and businesses within 2km of the proposed sites with information about the consultation.

The Town Council has been invited to a presentation on the proposals on Thursday 11 January 2024 at 6pm. Services Committee and Full Council will investigate this in particular lorries planning to be using Slaughden Road. It was suggested that the project used transportation by boat from Orford.

Cllr Fellowes reported about this statutory consultation which is to get your views on SeaLink – a new 2GW high voltage direct current (HVDC) subsea cable (the sea version of pylons) between Suffolk and Kent. Proposed because NG has failed to invest in or plan how they will transmit the large volume of energy to be generated off our coast to where it is needed down in the South-East/London. The SeaLink consultation is open from Tuesday 24th October to Monday 18th December. Cllr Fellowes has been working on a draft response which she will email to all Cllrs to get everyone’s views before the final document is submitted. She asked all Cllrs to comment on the draft and reply either to herself or via the Town Clerk’s office.

RESOLUTION to APPROVE the submission of ATC response to the statutory SeaLink consultation by the 18th December deadline.

PROPOSED FOR APPROVAL by Cllr Fellowes and **SECONDED** by Cllr Haworth-Culf.

In Favour	7
Against	0
Abstentions	0

44 Planning Committee

44.1 The draft minutes of the meeting of the Planning Committee held on 27th November 2023 were approved unanimously by a show of hands. Cllr Webster signed and dated the minutes.

44.2 Report from the Chair of the Planning Committee

44.3 Cllr Webster reported that there is a local validation list for planning applications 8-week consultation. You can submit your comments online and we will discuss at the next Planning meeting early January.

Cllr Webster reported that there is no news regarding Fishing Hut 3 although it does seem closed. The TC will request an update from ESC Assets team.

Cllr Fellowes asked if there is an update on the enforcement issue regarding the bin store in King Street. Cllr Haworth-Culf advised that this has not been passed over to SCC.

Cllr Webster reported that there will be a Planning Committee meeting this Thursday and Cllr Howard-Dobson will Chair this.

45 Grants and Requests Committee

45.1 The draft minutes of the meeting of the Grants and Requests Committee held on 27th November 2023 were approved unanimously by a show of hands. Cllr Haworth-Culf signed and dated the minutes.

45.2 **RESOLUTION to APPROVE** the donation of £100 to the Jubilee Hall as a thank you for hosting the Christmas Craft Fair that ATC organised and was held 9th December. **PROPOSED FOR APPROVAL** by Cllr Bond and **SECONDED** by Cllr Jones.

In Favour	7
Against	0
Abstentions	0

45.3 Council discussed the access through Kemps Field for building work. The resident will be asked for more details. We will need to know when vehicles would like access and how heavy vehicles are. When the field is wet, we wish to keep any damage to Kemps field to a minimum. Access will only be given where work cannot be undertaken

from the front of the property. Safety will also be considered as the area is primarily a children's play area.

45.4 **RESOLUTION to APPROVE** a request for funding to purchase a gift and party food for a local group supporting dementia sufferers and carers. **PROPOSED FOR APPROVAL** by Cllr Jones and **SECONDED** by Cllr Haworth-Culf.

In Favour	7
Against	0
Abstentions	0

45.5 **RESOLUTION to APPROVE** Porsche Car club holding their event on Moot Green on 8th September 2024. **PROPOSED FOR APPROVAL** by Cllr Bond and **SECONDED** by Cllr Jones.

In Favour	7
Against	0
Abstentions	0

45.6 **RESOLUTION to APPROVE** making the donation to Headway Suffolk of £400. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Jones.

In Favour	7
Against	0
Abstentions	0

Cllr Webster suspended Standing orders 9pm.

46 Reports from Members appointed to Outside Bodies

Cllr Fellowes attended SeaLink exhibition/event.

Cllr Howard-Dobson attended a Trustees meeting for the Jubilee Hall and reported that they are concentrating on changing the entrance lobby area. The BIG GIVE campaign has been very successful. Cllr Howard-Dobson would like information to be available of what is happening in the town, also for those people from outside the town. A discussion followed as this is an issue especially since the tourist information office is no longer in the town. Cllr Fellowes reported that there is a person from the library looking at this. TC is also working to include as much as possible on the ATC website.

Cllr Haworth attended the Christmas Craft Fair.

Cllr Bond suggested that all consult the Alde and Ore Estuary partnership site to be aware of the variously important flood cells for this funding continues to be raised, of this Aldeburgh forms a part of 10.

Cllr Haworth-Culf attended the National Grid event and the Christmas Craft Fair.

Cllr Jones attended the PRAM AGM on Saturday 25 November at 11am. The annual frontage charge will increase by 10%, the first increase for many years. Our current charge is £295. Any decision regarding changes to the levy on properties undertaking building work was deferred until the spring committee meeting. The road is due to be swept within the following 2 weeks and a tree survey was also to be undertaken soon.

Cllr Jones attend the Aldeburgh Society committee meeting on 27 November. They continue to focus on the NSIP's liaising with Cllr Fellowes. They continue to review all planning applications and have written to ESC regarding the Laundry site, Garrett House and The Gunsite with their concerns. They raised concern regarding the proposed jetty on the application for Tofts and agreed to speak to Alison Andrews for the Alde & Ore opinion.

Cllr Jones chaired an ASCT committee meeting on Monday 4 December. Dayne West was appointed a Trustee following the resignation of Ben Blades. Recently a new contract has been set up with Greene King. The trade waste has been switches to Biffa bins, with bigger bins at a slightly reduced cost. There has also been a change in supplier for the gaming machine and jukebox, providing more modern machines at a better rate. We are currently in negotiations with Greene King on a promotion which would provide a cash incentive.

Negotiations continue with the utility provider, attempting to increase their 25% discount offer. A decision is with a Director awaiting his/her review.

Increased hall hire rates have been agreed with effect 1 January. There are 17 bookings in December for various events including Xmas dinner/ dances with catering included by Old Generator Station.

Updates to the website will include the new hire rates, updated photos and details of food menus.

47 Town Clerk's Report

TC reported that herself and DTC had attended the SALC conference at The Hold in Ipswich on 29th November. They had found this very interesting and useful with presentations from Scribe for financial products and allotment management.

The Moot Hall had been hired by R Scrimgeour for a meeting and he donated £20 to the Mayor's Chosen Charity.

TC reported that opening hours have now been published for the Town Clerk's office. The times are 10am-1pm and 2pm-4pm weekdays.

48 Mayor's Report

Cllr Webster reported that he has attended the following events and meetings:

- 18 November Switching on the Christmas Lights with Carnival Queen
- 21 November Carnival Committee Meeting
- 22 November Fire Service Meeting
- 24 November 1379 Squad Training Corps Awards (presented the Aldeburgh Mayors Award)
- 4 December Old Generator Station Trust Meeting
- 9 December Christmas Craft Fair at Jubilee Hall with Carnival Queen

Cllr Webster reported that himself and Cllr Haworth-Culf have received a letter from one of the trustees of Aldeburgh United Charities. The charity is in need of more trustees and a Chairman due to resignations received late this year. This has left the charity unable to authorise payments until new signatories appointed. The trustee feels it is a shame if they are unable to help those in need at Christmas as they do each year.

A discussion took place about how ATC can help until Aldeburgh United Charities have their full quota of trustees. Cllr Haworth-Culf proposed that we obtain from AUC their list of those people in need of help and in principle to agree purchasing Co-op vouchers on their behalf. AUC to repay ATC when they are in a position to do so.

RESOLUTION to APPROVE purchasing Co-op vouchers up to the amount of £3000 for those people to be supported by AUC at Christmas. This money to be repaid to ATC when AUC are in a position to do so. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Fox.

In Favour	7
Against	0
Abstentions	0

49 Confidential Matters being discussed

The Town Clerk and Deputy Town Clerk left the meeting at 9.10pm

50 Annual Staff Salary Review

Confidential Minutes recorded.

51 The meeting closed at 9.25pm.

The next meeting of the Full Council will take place on Monday 8th January 2024