



## ALDEBURGH TOWN COUNCIL

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

Tel: 01728 452158 Email: townclerk@aldeburghtowncouncil.co.uk

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### MINUTES OF PROPERTY AND FINANCE COMMITTEE MEETING HELD IN THE MOOT HALL ON MONDAY 22<sup>nd</sup> January 2024 AT 7PM

- 1. Present:** Cllr Fellowes, Cllr Fox (Chair), Cllr Haworth-Culf,  
Cllr Webster
- In attendance:** Town Clerk, Deputy Town Clerk, Cllr Howard-Dobson,  
Cllr Bond.
- Apologies:** Cllr Haworth and Cllr Jones
- No members of the public in attendance.
- 2. To Receive Councillors' Declarations of Interest**
- Cllrs Bond and Haworth-Culf declared that they may know persons invited to tender for the preparation of the architectural plans for the rugby club works.
- 3. Matters for Discussion**
- 3.1. Finance**  
Nothing to report.
- 3.2 Sports**
- 3.2.1 Tennis courts inspection  
An inspection of the lower tennis courts to repair the surface has been requested.
- 3.2.2. Painting of Moot Green railings and exterior of the Rugby Club.  
Two tenders have been returned, of four invited, for the painting of the railings at Moot Green and the exterior of the Rugby Club.
- 3.2.3. Bowls Club new mower  
The new mower ordered by the Bowls Club is expected to be supplied early March. Thorpeness Croquet Club have expressed an interest in buying the old mower.
- 3.2.4. Rugby Club changing rooms  
Three companies have been approached to prepare architectural drawings for new changing rooms at the Rugby Club for which it had previously been agreed to set aside £5000.
- The new changing rooms could potentially be used by various sports teams including rugby, football, cricket and events. The aim is to meet the stringent regulations set by the FA which acts as a benchmark for all sports. Cllr

Fellowes suggested looking at Sizewell Sports and Social Club where there is a Home and Away teams set-up.

This is an opportunity to also make improvements at the Old Generator Station with a separate bar area and improved layout. Cllr Fellowes requested we talk through possible plans for the OGS when ideas are ready to be presented to Committees as time will be required for consideration of this.

The Property and Finance Committee considered the two proposals that had been received for the preparation of architectural plans. One from a Building Surveyor and one from an Architect.

**ACTION:** Property and Finance Committee to take the quote from Free Spirit Architecture for approval at the Council meeting in February. This was unanimously agreed by a show of hands.

### **3.3. Management/Maintenance of Council Property and Land**

#### **3.3.1. Allotments**

The Town Clerk read out a letter of complaint from a resident about the increase in the cost of renting an allotment. The letter referred to the loss of the pensioners discount which has been phased out.

It was noted that there have been no other complaints following the increase in allotment fees.

**ACTION:** Town Clerk to reply to the resident explaining that although fees to rent an allotment has been increased from January 2024, the Council still believes that the cost represents value for money compared to other local towns and villages.

#### **3.3.2 Tree works**

A tree surgeon has been asked to review the trees in the enclosed children's play area at Kings Field. He will also look at the Oak tree near the Rugby Hut and the sycamore in the conservation area.

#### **3.3.3. Groundsman's Cottage insulation works**

ATC have been in touch with a contractor about the insulation work required to the Groundsman's Cottage. Cllr Howard-Dobson re-affirmed that they have been advised that the toilet ceiling needs lowering and insulated. The heating is now on continually at 15°C which may help.

**ACTION:** Town Clerk will check the insurance conditions related to maintaining a set temperature in the Groundsman's Cottage.

**ACTION:** A quote will need to be obtained for the lowering of the ceiling in the Groundsman's Cottage (if required).

3.3.4. Proposed communal dog area

The proposed Dog Area on Kings Field is being further investigated.

The Town Clerk had received the following advice from another Clerk who had had experience of a communal dog park:

- From very recent and very damaging experience they advised consultation with local residents as they had received over 50 objections.
- They advised against putting it next to a playground for young children.
- They advised against putting it near houses – noise pollution.
- They advised that in their experience there was going to be a lot of dog faeces and that ATC consider who pays for its removal.
- From their experience people using the park will not pick up after their dogs as they will see it as council responsibility.
- Be mindful of soil contamination and smell.
- High sturdy fences will be required to stop dogs escaping which may be expensive and may require planning permission.
- Suggests working with RSPCA and dog trainers to ensure the fencing and area is of an appropriate size and structure.
- Will there be staff around to keep an eye on what is happening in and around the communal park and are they trained to challenge poor behaviour?
- Will the council need to apply for change of use?

The Town Clerk expressed concerns as she has experience from previous employment working for the local branch of the RSPCA.

- Health and safety
- Who would be liable if someone was bitten?
- Who would be liable if there was a dog fight and injuries were sustained?
- What would we do if someone abandoned their dog in the communal area?
- Would staff need to be trained not only to deal with challenging people behaviour, but also know what to do on the event of a dog fight/attack?

A discussion followed which included the need for a very considered terms of use if this were to go ahead. An improvement on the dog bins that we provide would be to opt for those that also supply bags to encourage owners to pick up after their dogs.

The Property and Finance Committee will continue to research this project.

**4. New Property & Finance Business**

Nothing to report.

**Meeting closed at 7.36PM**



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### MINUTES OF SERVICES COMMITTEE MEETING HELD IN THE MOOT HALL ON MONDAY 22<sup>nd</sup> January 2024 AT 7.40PM

- 1. Present:** Cllr Fellowes (Chair), Cllr Haworth-Culf, Cllr Webster and Cllr Howard-Dobson
- In attendance:** Town Clerk, Deputy Town Clerk, Cllr Fox and Cllr Bond
- Apologies:** Cllr Langley and Cllr Lumpkin
- No members of the public in attendance

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

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

Cllr Haworth-Culf declared a non-pecuniary interest regarding the Galloper Wind Farm fund.

#### 3. Matters for Discussion

The Chair reported that she had met with Cllr Lumpkin to discuss plans for the Services Committee and that they had had a productive meeting.

The Chair confirmed the date for commencement of the Leiston Road Parking Scheme has been confirmed by SCC Highways. Work will begin on 29<sup>th</sup> February.

##### 3.1. Suffolk County Council (SCC)

###### 3.1.1. Town Steps

There are major concerns about building work being undertaken at a property accessed via the town steps. SCC have put signs in place to warn people of the ice. Reports and photos have been sent to SCC Highways and ESC Building Control and Enforcement. The relevant departments at ESC and SCC are liaising together and are in touch with the property owner.

**ACTION:** Town Clerk to request general hazard signs are put up as there are cracks in the Town Steps.

###### 3.1.2. Suffolk Libraries Consultation

The consultation ends on Friday 26<sup>th</sup> January 2024. It is important that we encourage residents to take part and say which services they want.

**ACTION:** Town Clerk to add reminder to the website.

### 3.2 East Suffolk Council (ESC)

- The large bins located next to the Thorpe Road car park have been reported to ESC. They are in bad repair and falling over, appalling and need replacing.
- There has also been an incident of fly tipping in the Thorpe Road car park which has been reported to ESC.
- Work had stopped temporarily to the shelter on the beach due to bad weather.
- Arrangements are being made for the VAS unit to be installed.
- The Committee are working to update the Emergency Plan.
- The provision of electric charging ports is to be discussed at the next Services Working Group meeting.
- The agreed changes were made to the Levelling Up grant application and the Town Clerk will submit before the deadline.

### 3.3 Police Matters

No report received.

### 3.4 NSIPs

#### 3.4.1. Scottish Power Renewables

Scottish Power Renewables lost the appeal to stop a substation at Friston. Surveys will be happening during May.

#### 3.4.2. Sizewell C

- The Stop SZC appeal has been dismissed. However, the group are planning to go to appeal on the grounds that it was not discovered early enough the fact that there is not enough water to run the plant.
- The Chair attended a SZC DCO briefing. She has also received a letter from the Suffolk Community Foundation which is the organisation that will be looking after the fund of £23 million to be spent over 10 years. The letter states priority areas are Leiston, Ipswich and Lowestoft and goes on to say Mid Suffolk may benefit. Ipswich and Lowestoft have not featured in discussions previously. The Services Committee agreed the Chair should write a reply to stress that it was never our understanding that Ipswich and Lowestoft were part of Sizewell Community Fund (SCF) and the SCF should not be disenfranchised.

Discussion took place about the need for a survey in Aldeburgh as evidence for any bids we submit. There is an assumption that the whole town is wealthy but this is not the case. ESC do have deprivation detail and there is the Free School Meals indicator. Organisations are permitted to apply to the fund themselves, but it would be beneficial to liaise and share ideas.

- The Chair reported that she is not happy with how the SZC meeting was held. Only 5 parishes were invited and the Chair not abiding by their terms of reference.

3.4.3. Five Estuaries Offshore Wind Farm

Five Estuaries Offshore Wind Farm have confirmed in writing that the intention is to remove the access route from the north of Orford Ness via Aldeburgh from the proposals.

3.4.4. Galloper Wind Farm

A communication with information of the Galloper Wind Farm fund of £11,000 has been received. Applications to be received by 23<sup>rd</sup> February 2024.

**4. New Services Business**

Nothing to report.

**Meeting closed at 8.06PM**



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### MINUTES OF GRANTS AND REQUESTS COMMITTEE MEETING HELD IN THE MOOT HALL ON MONDAY 22<sup>nd</sup> January 2024 AT 8.10PM

1. **Present:** Cllr Haworth-Culf (Chair), Cllr Fellowes, Cllr Fox, Cllr Webster, Cllr Howard-Dobson and Cllr Bond  
  
**In attendance:** Town Clerk and Deputy Town Clerk  
  
**Apologies:** Cllr Haworth, Cllr Langley, Cllr Jones and Cllr Lumpkin  
  
No members of the public in attendance.
2. **To Receive Councillors' Declarations of Interest**  
  
None
3. **Grants**  
None to report.
4. **Requests**  
Nothing to report.
5. **Events**
  - 5.1. **D-Day**

The Chair initiated a discussion about D-Day commemorations that are being planned all across the country on Thursday 6<sup>th</sup> June 2024. The beacon will be lit and there will be other activities including bellringing and possibly music from the pipers society. She suggested we purchase two 'Lamp of Light Beacons' one for the council and one to be given to the primary school. These can be used again each year for Remembrance. The cost is £55 each and this was agreed by a unanimous show of hands.

The fact that minor repairs are needed to the beacon was raised. Two cross pieces are required to make it safe to use.

**ACTION:** Town Clerk's to organise this with Peggs Metalworks.
  - 5.2. **Spring/Summer Funday**

It was suggested that the Community Annual Fun Day was held on Saturday 8<sup>th</sup> June 2024. This was a huge success last year enjoyed by many people. The plan is to repeat the activities on Kings Field and the Old Generator Station would be open for food and refreshments.
  - 5.3. **Fireworks**

Sunday 3<sup>rd</sup> November 2024 was proposed for the annual Fireworks event. All agreed by a show of hands.

5.4. Christmas 2023

There is a large number of Christmas trees piled up in the High Street by the ATC noticeboard. The businesses had arranged for a collection by Easton Farm Park, however there are more to be disposed of.

**ACTION:** The Town Clerk to confirm with ESC that the trees are to be collected urgently as they are a hazard.

**Meeting closed at 8.18PM**





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### MINUTES OF PLANNING COMMITTEE MEETING HELD IN THE MOOT HALL ON MONDAY 22<sup>nd</sup> January 2024 AT 8.20PM

**1. Present:** Cllr Webster (Chair), Cllr Howard-Dobson, Cllr Bond,  
Cllr Fox, Cllr Haworth-Culf,

**In attendance:** Town Clerk, Deputy Town Clerk, Cllr Fellowes

**Apologies:** Cllr Langley, Cllr Jones and Cllr Lumpkin

No members of the public in attendance.

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

None

#### **3. Matters for discussion**

The Chair reported that a Planning Committee meeting took place on Thursday 18<sup>th</sup> January to discuss three applications due for consultee comment. Details of these can be found on the minutes of that meeting.

3.1. Bin located outside of Munchies/Bus Stop on High Street  
The bin will no longer be moved from its current location.

3.2. Peach House

There have been many complaints about the proposals for Peach House. Interestingly, Orwell Park School have written a letter saying that the land was used as a cricket pitch and tennis court by them. The conservation officer is against the application.

A short discussion took place about the importance of the trees which were planted by pupils of Aldeburgh Primary School when the troops returned from the war. We have requested new trees planted and commented that this is a matter for the Tree Officer at ESC.

3.3. Wooden bin structure, King Street

The Enforcement team at ESC have confirmed that the wooden bin structure in King Street has been removed.

**4. New Planning Business**

4.1. Craig Royston Flats

The Planning Committee discussed their regret about the potential sale of the Craig Royston flats that have been listed for auction by Newtide Housing Association.

**ACTION:** The Town Clerk to write to Newtide Homes to express the Council's disappointment that the 3 flats at Craig Royston have gone up for sale with no prior notification being received by the Council, as had been previously promised.

4.2. Garages located at Franklin Close

Cllr Fellowes declared a non-pecuniary interest in the garages located at Franklin Close.

There has been no further news about these from Newtide Homes.

4.3. RNLI

Following the meeting with RNLI representatives in August 2023 it was agreed that we were to be informed of developments.

**ACTION:** Town Clerk to write to RNLI to request an update on their plans to put up a structure to house the Freddie Cooper on the beach.

4.4. Community Interest Buildings

Cllr Haworth-Culf discussed the need for Council to identify Community Interest Buildings. These may include the North Lookout Tower or The Railway Public House.

**Meeting closed at 8.32PM**

**The next meeting of the Property and Finance Committee, Services Committee, Grants & Requests Committee and Planning Committee will be held at the Moot Hall on Monday 26<sup>th</sup> February 2024 at 7pm.**