

ALDEBURGH TOWN COUNCIL

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MINUTES OF ALDEBURGH TOWN COUNCIL MEETING HELD IN THE MOOT HALL ON MONDAY 11th March 2024 AT 7PM

Present: Cllr Fellowes, Cllr Fox, Cllr Howard-Dobson, Cllr Haworth, Cllr

Haworth-Culf, Cllr Lumpkin, Cllr Webster, Cllr Langley, Cllr

Bond, and Cllr Daly (East Suffolk Council)

In attendance: Town Clerk and 2 members of the public

79. Apologies: Cllr Jones

80. To Receive Councillors' Declarations of Interest

Cllr Haworth-Culf has a dispensation at Suffolk County Council for related discussions regarding any LionLink and Sealink discussions.

Cllr Haworth declared an interest in any LionLink and/or SeaLink discussions.

81. Suffolk County Council (SCC) Report and Correspondence:

Cllr Haworth-Culf's report had been circulated with the agenda. Cllr Haworth-Culf updated councillors that there was a Business Board being set up in Leiston Aldeburgh and that she thought it would be a good idea to have local businesses represented.

ACTION: TC to write and nominate business representation based on Councillor feedback.

In addition to the SCC report circulated with the agenda Cllr Haworth-Culf shared a March NSIPs update (see attached).

82. East Suffolk Council (ESC) Report and Correspondence:

Cllr Daly's monthly report had been circulated with the agenda.

Cllr Daly will continue to share the ESC NSIPs report each month and reminded everyone that the consultation period in relation to the SCC devolution deal with the Government starts on 18th March 2024.

83. Public Forum

Two members of the public were present.

It was raised that there is a growing concern about campervans on Slaughden Road, south of Fort Green and before Slaughden Sailing Club, on a stretch of land where land ownership needs to be identified. Councillors agreed that they shared the concern as those partaking in the wild camping were allegedly

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	(Chair)	

discharging their clean and dirty waste onto the land. Councillor Haworth-Culf confirmed that any concerns raised to SCC had been fed back to ESC and requested Cllr Daly work with SCC Highways department to clarify who the land belongs to, so the owner can be requested to put up appropriate signs, advising visitors that no overnight parking/stays are permitted.

84. To approve the draft minutes of the Council Meeting held on 12th February 2024

The draft minutes of the Council Meeting held on 12th February 2024 were approved unanimously by a show of hands. Cllr Webster signed and dated the minutes.

Cllr Daly left the meeting at 7.20pm

85. Property and Finance Committee:

85.1. To approve the draft minutes of the Property and Finance Committee meeting held on 26th February 2024

The draft minutes of the Property and Finance Committee held on 26th February 2024 were approved unanimously by a show of hands. Cllr Fox signed and dated the minutes.

85.2. Report from the Chair of the Property and Finance Committee

Property

Councillor Fox provided the following updates:

- Ecobond surfacing was completed last week. It took more resin than they expected under the swings where the existing surface was uneven.
- The tennis courts have been cleaned and works are scheduled 11th-13th March 2024 to undertake the approved repairs.
- The mower for the Bowls Club is still awaited. No indication that there is a problem. The Bowls Club has been in contact with the supplier.
- A skip was delivered week beginning 4th March 2024 to enable rubbish to be cleared from the allotments and it has been fully utilised.
- **Rugby Pavilion**: The architect has been on site to complete the existing drawings and will then start with the changing room designs. We expect to have plans at the end of the month.
- Tractor Shed: UK Power Networks completed the electricity connection 7th/8th March and we have received their completion certificate. The EPC report following the inspection has been received. The electricity meter is being installed on Friday 15th March 2024 – much earlier than anticipated.

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	complete	II: Hutton and Rostron is meeting with the TC later this week to the ventilation/ heating review and a glass specialist is coming to Hall on 20th March 2024 to undertake a condition survey.
		urrently challenging a couple of items on the proposed ESC for grounds maintenance for 2024/25.
		waiting a revised date from the contractor re the installation of the s on Moot Green.
85.3.	package as of the TC to give	ON to APPROVE proceed with the Scribe financial accounting putlined in the proposal and to sign up by 31st March 2024 and the appropriate notice to the current supplier. PROPOSED OVAL by Cllr Haworth-Culf and SECONDED by Cllr Fellowes.
	In Favour Against Abstentions	7 0 0
85.4.	view to them	ON to APPROVE the appointment of Elsom Associates with a marketing the Tractor Shed and finding a suitable tenant. FOR APPROVAL by Cllr Bond and SECONDED by Cllr
	In Favour Against Abstentions	5 0 2
85.5.	Hall by Hogg	ON to APPROVE approving the recommended works to the Moot is Builders. PROPOSED FOR APPROVAL by Clir Haworth-Culf DED by Clir Howard-Dobson.
	In Favour Against Abstentions	7 0 0
85.6.	Glass Ltd to for any further	ON to APPROVE the commissioning of Devlin Plummer Stained inspect the windows and produce a report with recommendations er works that may be required. PROPOSED FOR APPROVAL by and SECONDED by Cllr Haworth-Culf.
	In Favour Against Abstentions	7 0 0

Howard-Dobson.

85.7. RESOLUTION to **APPROVE** the obtaining the services of Hutton and Rostron to assess the heating and ventilation issues and to recommend solutions. **PROPOSED FOR APPROVAL by** Cllr Lumpkin and **SECONDED** by Cllr

In Favour 7 Against 0 Abstentions 0

85.8. RESOLUTION to **APPROVE** the Income list for February 2024 and the Payments list for March 2024. **PROPOSED FOR APPROVAL by** Cllr Bond and **SECONDED** by Cllr Fox.

In Favour 7 Against 0 Abstentions 0

86. Services Committee

86.1. To approve the draft minutes of the Services Committee meeting held on 26th February 2024

An amendment to the draft minutes was requested by Cllr Fox. Item 3.2.2 should read:

The police have recommended Community Speed Watch teams *could be* done in the area. They will contact the office in due course.

The amendment was agreed unanimously by a show of hands and the hardcopy minutes were amended.

The draft minutes of the Services Committee held on 26th February 2024 were approved unanimously by a show of hands. Cllr Fellowes signed and dated the minutes.

86.2. Report from the Chair of the Services Committee

Street Trading Consultation: The Services Working Group discussed the Street Trading consultation. Cllrs were not in favour of any areas where there could be street trading except for the Carnival weekend or RNLI Street Fair. However, there were outstanding questions as to how these would be applied for. It was decided that a separate meeting was required to discuss in more detail if an extension could be granted. This has been requested and we await decision. We have contacted representatives of businesses in Aldeburgh for their comments.

ACTION: TC to chase Licensing for an update on our extension request.

Leiston Road Yellow Lines: We are waiting an update on the rescheduled works. It looks like they will commence on 14th March, to be confirmed.

Vehicle Activated Sign (VAS): We are waiting for the existing unit to be put up. The company that we bought the unit from, currently has a special offer which we are investigating, and it would seem that they are able to offer

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installation which would solve the problems we have had with putting up the existing unit.

Levelling-Up Grant: TC confirmed that we had to provide some additional information in relation to the cost elements of our funding request. This has now been submitted and we are waiting to hear back from ESC. **Seagull/Dog Mess signs**: Cllr Howard-Dobson is progressing the Seagull and Dog fouling signs and hoping to work with the Primary school.

Emergency Plan: Cllr Lumpkin is progressing the Emergency Plan review and attended Emergency training.

Flagship / NewTide: Dates for a meeting have been received.

ACTION: TC to forward to Councillors and to set up a meeting accordingly.

The working party met to discuss the potential employment benefits from SZC and will be reviewing a suggested policy paragraph at the Committees meeting.

Nautilus (proposed interconnector with Belgium): The proposal for landfall potentially at Isle of Grain, has been found to not have "sufficiently demonstrated its consumer value".

LionLink (interconnector with Netherlands): Following the consultation in November 2023 National Grid Ventures (NGV) have announced that the option for landfall at Aldeburgh has been discounted due to significant environmental and technical risks associated with the nearshore approach to the site (crossing other cable routes and resulting in the loss of existing seabed and impact on the marine environment). This option would also potentially impact the Coralline Crag (a unique geological feature) and fishing netting grounds. They state that a number of onshore environmental designations in this location create further challenges (including the sites location within a SSSI and important bird areas) which could only in part be mitigated. NGV have instead stated their preferred landfall options are Reydon/Southwold or Walberswick with a new Convertor Station in Saxmundham.

The landfall site at Aldeburgh may still be used for SeaLink (interconnector with Kent) and a maximum of two other projects.

This information has been uploaded to our website and will be updated as we find out more.

Cllr Fellowes has started to work on a timeline document, similar to a gantt chart which can be updated as and when needed.

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	(Chair)	

The next SZC C Forum is on 16th April 2024. We need to consider which questions to ask as the developer will only permit 2 questions per council if received in advance and 1 question on the day. We need to try to ensure councils do not ask the same question.

Cllr Haworth-Culf suggested SZC give an update to Town Council on a regular basis.

86.3. RESOLUTION to **APPROVE** giving the TC delegated authority to place the order for the Town Board once approval of the grant has been received. **PROPOSED FOR APPROVAL** by Clir Fox and **SECONDED** by Clir Fellowes.

In Favour 7 Against 0 Abstentions 0

87. Planning Committee

87.1. To approve the draft minutes of the Planning Committee meeting held on 26th February 2024.

The draft minutes of the Planning Committee held on 26th February 2024 were approved unanimously by a show of hands. Cllr Webster signed and dated the minutes.

87.2. Report from the Chair of the Planning Committee

Cllr Webster confirmed that there is a planning meeting on 13th March 2024. It did however look like the meeting was going to not be quorate. **ACTION**: If the meeting is not quorate TC to request an extension to the application which needed comments to be submitted by 14th March 2024.

Cllr Webster updated that no further information was available in relation to the enforment notice that had been served on Fishing Hut 3, however, they have until the 31st March to appeal.

We had queried with planning the trees felled at the Golf Club and have had confirmation that there were no tree preservation orders (TPOs) on the trees and as they were on private property the landowner could fell as they felt necessary.

ACTION: Cllr Bond will draft a short letter for the TC to send to the Golf Club in relation to the trees that had been felled.

88. Grants and Requests Committee

88.1. To approve the draft minutes of the Grants and Requests Committee meeting held on 26th February 2024.

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The draft minutes of the Grants and Requests Committee held on 26th February 2024 were approved unanimously by a show of hands. Cllr Haworth-Culf signed and dated the minutes.

88.2. RESOLUTION to **APPROVE** the cost of £1,070 to hire activities from Dick Ropa for the annual fun day on 15th June 2024. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Lumpkin.

In Favour 7 Against 0 Abstentions 0

89. Reports from Members appointed to Outside Bodies

Cllr Fellowes attended:

• A virtual environment agency call.

Cllr Howard-Dobson attended:

A trustee meeting for Jubilee Hall

Cllr Bond attended:

The Community Partnership Board meeting

Cllr Lumpkin attended:

- Emergency Activity Training hosted by East Suffolk Council
- Aldeburgh United Charities trustee meeting
- Fairfield Centre trustee meeting.

Cllr Haworth-Culf attended:

- Aldeburgh United Charities trustee meeting
- The Community Partnership Board meeting
- RNLI 200-year beach service

90. Gifts and/or Hospitality received by Councillors in excess of £25

There were no gifts and/or hospitality in excess of £25 to declare.

91. Report from the Town Clerk

The Town Clerk report is attached.

91.1. RESOLUTION to **APPROVE** the draft Safeguarding Policy. **PROPOSED FOR APPROVAL** by Cllr Haworth-Culf and **SECONDED** by Cllr Howard-Dobson.

In Favour	7
Against	0
Abstentions	0

It was recommended by Cllr Haworth-Culf that all Councillors complete Safeguarding Training

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ACTION: TC to investigate Safeguarding Training.

ACTION: Town Clerk and Deputy Mayor to make some minor changes as discussed and agreed.

92. Correspondence

Correspondence was received from 2 members of the public concerning the following matters:

92.1. Acoustics/Audibility in the Council Chamber

Members of the public expressed concern that they had had difficulty hearing the discussions between Councillors due to poor acoustics. It was confirmed that the meeting that the Town Clerk is looking into audio options.

92.2. The Chamber not accessible for some people

As the Council Chamber is not accessible to some people, it was suggested that the Council consider recording the meetings and making those recordings available to the public so as to facilitate better public engagement.

ACTION: TC to liaise with other councils to understand what they do and to report back to the Councillors.

92.3. Consultation with residents regarding NSIPs

A member of public raised their concerns that it appeared from comments made by some Cllrs at the Services Committee meeting on 26th February 2024, that it had been decided that it was unnecessary to consult residents before issuing a new statement on its policy towards the large number of NSIPs planned for this area.

Councillors confirmed that we have responded to consultations in the past but have not issued general policy statements as our responses need to be in response to the current status of each NSIP at the time. We will be producing a high-level Gantt chart to show the proposed timelines of each project and to make it clearer for everyone what is happening when. Updates received will be provided on our website.

93. Mayor's Report

The Mayor did not attend any Civic functions since the last meeting and has attended the following engagements:

- RNLI 200-year beach service
- Carnival Committee meeting
- Aldeburgh United Charities meeting

94. The meeting closed at 8.18pm.

The next meeting of the Full Council will take place on Monday 8th April 2024 at 7pm in the Moot Hall.

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SCC NATIONALLY SIGNIFICANT INFRASTRUCTURE PROJECT UPDATE MARCH 2024

Scottish Power Renewables East Anglia TWO and ONENorth Offshore Wind Farms
☐ Proposed connections to a new substation at Friston via HVAC undersea and underground cables.
□ SCC can confirm that it is continuing to deal with the discharge of the requirements (together with colleagues at ESC etc.) and that SCC will continue to inform Friston PC of when this is happening.
☐ SCC are pleased to see that SPR have taken steps to improve communication via their website
☐ SCC are also aware of the legal challenges to the Development Order Consents by SASES and SEAS
Scottish Power Renewables East Anglia ONE and THREEOffshore Wind Farms
☐ EA1 is already operational and connects to a new substation
at Bramford via HVAC undersea and underground cables
☐ EA3 is currently under construction and will connect to a new Converter
Station at Bramford via HVDC undersea and underground cables
 SCC are working with colleagues at ESC and BMSDC for the Discharge of the Requirements upon EA3, as SCC does not have discharging authority for this project
☐ Recent poor weather has made construction of EA3 more difficult in terms of highways access in the Bramford area
National Grid Electricity Transmission SeaLink
High Voltage Direct Current undersea link with Kent
☐ Proposed to connection to a new substation at Friston via a new Converter Station at Saxmundham
□ NGET is currently undertaking further survey work and has been in contact with local landowners
$\hfill \square$ SCC is urging SeaLink to coordinate with other UK projects including LionLink
National Grid Ventures LionLink Multi-Purpose Interconnector with the
Netherlands
☐ Includes a proposed link to Dutch Offshore Wind Farm
☐ Proposed connection to a new substation at Friston ☐ A second Non-Statutory Consultation stage, which included two additional
☐ A second Non-Statutory Consultation stage, which included two additional options for landfall at Southwold and Walberswick closed on 3. November.
☐ LionLink has submitted their Environmental Impact Assessment Scoping

Scoping Opinion. PINS will consult a number of statutory consultees including SCC during this six week period. Further information will appear on the PINS website. SCC is urging LionLink to coordinate with other projects including Sealink to minimise the impact of onshore infrastructure
ional Grid Ventures Nautilus Multi-Purpose Interconnector with Belgium Includes proposed link to Belgium Offshore Windfarm. Following the non-statutory consultation stage focus has shifted to connecting to the Isle of Grain in Kent instead of a new substation at Friston SCC is continuing to monitor the project
Estuaries Offshore Wind Farm Located off the Suffolk Coast. Proposed to connect to a new substation at Lawford in Essex The recent Targeted Consultation was in respect of mitigation to offset impacts upon the Lesser Gt Black Backed Gull. Whether or not Five Estuaries will coordinate with Sealink offshore is still not known. The Application is expected very shortly
Located off the Suffolk Coast. Proposed to connect at a new substation at Lawford in Essex Statutory Consultation recently ended, and the County Council made representations including in respect of the Seascape, Landscape and Visual impacts of the wind turbines including with reference to in particular theSuffolk Coast and Heaths Area of Outstanding Natural Beauty As a result of the responses received from the Statutory Consultation, the developer has removed the northern section of the proposals which has moved the project further from the shore from 22km to 42km, also reducing the scheme in size from 150km3 to 95km3. The amendments to the scheme will considerably reduce what will be visible from the shore, particularly from the Suffolk Coast. Whether or not North Falls will coordinate with Sealinkoffshore is still not known.
Nuclear Power Station The project officially commenced today on the 15 Jan 2024 Payments for environment compensation under the Deed of Obligation have now started to be paid In respect of SZC the County Council can confirm that they are continuing to deal with the discharge of the requirements (together with colleagues at ESC etc.)

☐ The County Council are also aware of the legal challenge to the Develop Order Consent by TASC.	ment
Bramford to Twinstead 400kV Grid Reinforcement ☐ This would connect Bramford Substation to Twinstead Tee in Essex and include a new Grid supply point at Wickham St Paul. ☐ The Examination in Public began on the 13 September and is due to end the 12 March 2024. ☐ SCC are attending alongside other local authorities including B&MSDCs. ☐ Whilst the principle of the proposals are accepted by SCC, the implementation arrangements require further refinement in respect of mitigation, the submitted management plans and requirements ☐ SCC are also seeking to secure Community Benefits in accordance with the latest Government Guidance before the Secretary of States decision who due in September 2024	d on
Norwich to Tilbury 400Kv Grid Reinforcement This would connect Norwich and Tilbury substations via Bramford substation and a new substation at Lawford. Would potentially provide connections for North Falls and Five Estuaries Offshore Wind Farms. The project is due to undergo Statutory Consultationduring Q2 of 2024 SCC's preference is for a coordinated offshore grid but continues to eng with the existing proposals in order to ensure the best outcomes should current proposals be consented	age
Sunnica Solar Farm ☐ This project straddles the border with Cambridgeshire. ☐ The Secretary of States decision has been delayed again until the 7 Mare 2024 Suffolk County Council Gull Wing Bridge ☐ This project is currently under construction ☐ All sections of the deck excluding the central bascule are now in place the control tower ☐ The central bascule arrived in Lowestoft on the 4₅ of March from the Netherlands ☐ The bridge is expected to be open on the first half of 2024	
Progress Power Gas Fired Peaking Plant ☐ This project is currently under construction after acquisition by Drax	
Further Solar Farms SCC has been made aware of a number of potential solar farm projects within the B&MSDC area.	S

Item 91 - Town Clerk Report

Please find below updates since the last meeting:

- I have ordered our free King Charles III Portrait and we are waiting on delivery.
- I am waiting on confirmation of the revised Leiston Road yellow lines scheme and once received will update the website.
- The Annual Town Meeting venue of OGS has been confirmed for the 25th April. I am looking into what other towns have done, but we could do with a small working group to help pull something together.
- The Craig Royston property achieved £428,000.00 on the day. I have contacted NewTide to request that they consider re-investing the money from selling Craig Royston, back into housing in Aldeburgh. This is the response I have received back:

Regarding the request for Flagship to reinvest monies in Aldeburgh, to our knowledge there are no development opportunities in Aldeburgh, however if that changes, please let us know so we might consider them.

- One of the actions from the Internal Audit last year was to move across to a gov.uk email and website domain and for all council staff and members to use gov.uk email addresses. I have registered to attend a webinar on what is involved in moving across from a co.uk domain to a gov.uk domain. I will report back next month.
- SALC has launched a Councillor Development Pathway. They believe all councillors should plan to learn about the different aspects of this important role to complement what you already have to offer. By fully understanding how a local council works in practice, councillors will be able to get involved and contribute to the effectiveness of your council and deliver successful outcomes for your community. If anyone is interested, please let me know (further details over the page).
- I have signed up to complete CiLCA. The next cohort starts on 2 April 2024.

Councillor - first year

What you need to know and why

Local councils are governed by an important regulatory framework providing powers, duties and obligations. It is important for new councillors to have the knowledge and understanding to ensure accountability and lawful decision-making.

How to achieve this

Our suggested year one pathway is designed to allow for a flexible but focussed plan to make the best use of resources that are available. This includes SALC knowledge, national guidance and publications, training and networking such as the SALC area forums which provides an opportunity to connect with others in the same role.

Pathway

FROM YOUR COUNCIL

What an induction pack might include:

- · Contact details of councillors and the clerk/officers (during their working hours)
- · Core documents, such as standing orders, financial regulations, the budget, Code of Conduct
- · Details of future meetings and committees (if relevant) and minutes of recent meetings
- · Link to the council website
- The Good Councillor Guide (available from SALC in electronic format via the member portal)
- Guidance on managing information (eg: data protection, FOI, proper use of emails)



within the first 3 to 6 months



FROM SALC

- Attend Councillor Basics workshop (your clerk can book this through the SALC portal - fee payable)
- Identify your knowledge gaps by undertaking a skills audit (download
- The Good Councillors Guide
- View a typical local council year
- View our jargon buster
- The SALC membership offer to your
- Sign up to the SALC quarterly e-
- Sign up to the NALC weekly e-bulletin
- Attend the SALC area forums (your clerk can book your place through the member portal)

FURTHER READING

- The structure of local government in Suffolk - link to SALC information page
- Link to the plain English guide to the planning system
- Link to NALC dedicated general information page on planning
- · Civility and respect in public life find out about how your council can sign the pledge to support good governance, positive debate and support for the wellbeing of councillors, professional officers and staff



Councillor - year two onwards

At this stage you may want to grow your knowledge in specific areas, which may depend on the size of your council and whether, for example, you have been appointed to a specific committee or project.

Options

FURTHER TRAINING

- Managing information
 GDPR for councillors workshop
 Freedom of Information workshop
- Finance
 VAT for VAT registered councils
 VAT partial exemption
 VAT for unregistered councils
 Internal Controls
 Procurement
- <u>Leadership</u> Attend SALC leadership training
- Managing people
 Recruitment
 Appraisals
 Policies and procedures
 Grievance and disciplinary
- <u>Safeguarding</u>
 Available through Community Action
 Suffolk <u>link to website</u>
- E-learning
 Diversity, Equality and Inclusion
 Health and Safety
 Mental Health
 Information security
 Modern slavery
 Leadership
 Customer services
 Anti-money laundering

Environmental awareness

SUFFOLK NETWORKING

- Attend SALC area forums
- Attend Chair and Mayor forum
- Attend SALC climate forum, <u>visit</u> <u>dedicated page to watch on-demand</u>
- Join SALC as a Board Member
- Community Action Suffolk services
 Volunteering
 Insurance
 Village Halls
 Community support
- Suffolk Community Foundation services



- <u>Digital mapping systems for local</u> <u>council management</u>
- Digital mapping toolkit
- The Good Councillor Guide to Neighbourhood Planning
- The Good Councillor Guide to Transport Planning
- Smaller Authorities Appointments
 Limited (SAAA) legislation and guidance
- Website Accessibility Requirements
- The Good Councillor Guide to Neighbourhood Planning
- The Good Councillor Guide to Community Business
- How to shape where you live a guide to neighbourhood planning
- How to respond to planning applications an eight step guide



NATIONAL NETWORKING

Find out about a wide range of NALC networks <u>using this link</u>, which include:

- · climate emergency
- coastal communities
- LGBT+ councillors
- super councillors
- women councillors
- · young councillors



