



**ALDEBURGH TOWN COUNCIL**  
MOOT HALL, MARKET CROSS PLACE  
ALDEBURGH, SUFFOLK, IP15 5DS  
Tel: 01728 452 158  
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**To members of the Town Council**

Cllr Bond  
Cllr Fellowes  
Cllr Fox

Cllr Haworth  
Cllr Haworth-Culf  
Cllr Howard-Dobson

Cllr Jones  
Cllr Lumpkin  
Cllr Langley

Cllr Webster

You are hereby summoned to **attend the Meeting of the Town Council** to be held at the **Moot Hall** on **Monday 8<sup>th</sup> April 2024 at 7pm.**

Kim Puttock  
Town Clerk  
3<sup>rd</sup> April 2024

**THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**AGENDA**

**1. Apologies**

**2. Declarations of interest**

To receive any declarations of interest and to consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest, other registerable or non-registerable interest.

**3. Suffolk County Council (SCC) Councillors Report and Correspondence**

**4. East Suffolk Council (ESC) Councillors Report and Correspondence**

**5. Public Forum (15 minutes)**

Members of the public are welcome to attend meetings and may address the Council for up to three minutes, with the agreement of the Town Mayor the meeting, provided that the statement is related to an item on the agenda or to raise issues for consideration of inclusion at future meetings. Asking questions of the Council does not automatically imply that a response will be given at the meeting.

The speaker should approach the Town Clerk before the meeting commences to request to speak during the meeting and wherever possible, questions should be submitted by midday the Friday before the meeting.

**6. To approve the draft minutes of the meeting of the Town Council held on 11<sup>th</sup> March 2024.**

**7. RESOLUTION to APPROVE** to approve the appointment of the Mayor 2024/2025.

**8. RESOLUTION to APPROVE** to approve the appointment of the Deputy Mayor 2024/2025.

**9. RESOLUTION to APPROVE** the co-option of a new member to join Aldeburgh Town Council.

10. **RESOLUTION to APPROVE** the NALC model Standing Orders (2018) – updated April 2022.
11. **RESOLUTION to APPROVE** the NALC Model Financial Regulations 2019 for England.
12. **RESOLUTION to APPROVE** the Financial Risk Assessment for the 2024/25 financial year.
13. **RESOLUTION to APPROVE** the Risk Assessment Register.
14. **RESOLUTION to APPROVE** the Asset Register for the 2023/24 financial year.
15. **RESOLUTION to APPROVE** the continued appointment of SALC as the internal auditor.
16. **RESOLUTION to APPROVE** the proposed Bullying and Harassment Statement.

**17. Property and Finance Committee:**

- 17.1. To approve the draft minutes of the Property and Finance Committee meeting held on 25<sup>th</sup> March 2024.
- 17.2. Report from the Chair of the Property and Finance Committee.
- 17.3. **RESOLUTION to APPROVE** the Income list for March 2024 and the Payments list for April 2024.
- 17.4. **RESOLUTION to APPROVE** the appointment of Councillor Fox as the 2<sup>nd</sup> Financial Scrutineer
- 17.5. **RESOLUTION to APPROVE** the East Suffolk Services Grounds Maintenance Quote for 2024/25 at a cost of £11,006.14 excluding VAT.
- 17.6. **RESOLUTION to APPROVE** the quote from East Suffolk Services to clean the Kings Field Toilets for 2024/25 at a cost of £6,385.68 excluding VAT.
- 17.7. **RESOLUTION to APPROVE** proceeding with the quote from Ian Price Professional Painter and Decorator to externally redecorate the Rugby Pavilion at a cost of £1,200.00 excluding VAT.
- 17.8. **RESOLUTION to APPROVE** proceeding with the quote from Ian Price Professional Painter and Decorator for the painting of the Moot Hall Railings at a cost of £1,400.00 excluding VAT.

**18. Services Committee**

- 18.1. To approve the draft minutes of the Services Committee meeting held on 25<sup>th</sup> March 2024.
- 18.2. Report from the Chair of the Services Committee.
- 18.3. **RESOLUTION to APPROVE** the purchase of one additional Vehicle Activated Sign (VAS) for the sum of £2,000 plus delivery charges of £89.99 excluding VAT.
- 18.4. **RESOLUTION to APPROVE** the location of the new Town Board.

**19. Planning Committee**

19.1. To approve the draft minutes of the Planning Committee meeting held on 25<sup>th</sup> March 2024.

19.2. Report from the Chair of the Planning Committee.

**20. Grants and Requests Committee**

20.1. To approve the draft minutes of the Grants and Requests Committee meeting held on 25<sup>th</sup> March 2024.

20.2. Report from the Chair of the Grants and Requests Committee.

20.3. **RESOLUTION to APPROVE** to permit the erection of a small display stall as per previous years for the purpose of displaying and selling watercolour paintings.

20.4. **RESOLUTON to APPROVE** proceeding with the quote of £3402 from Fully Fused Fireworks.

20.5. **RESOLUTON to APPROVE** granting an award of £250.00 to Aldeburgh Fire Station for funding for the Suffolk Fire Ride 2024.

**21. Reports from Members appointed to Outside Bodies**

*Members appointed to represent the Town Council on outside bodies to provide an update for their respective areas of responsibility.*

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

**23. Correspondence**

**24. Mayor's Report**

**25. To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 because of the confidential information being discussed.**

**26. Closure**