**DRAFT MINUTES OF THE ALDEBURGH TOWN COUNCIL**

**PROPERTY & FINANCE COMMITTEE MEETING**

**HELD ON MONDAY 25th SEPTEMBER 2023 AT 7PM IN THE MOOT HALL**

**Committee Members Present:**

Cllr Jones (Chair)

Cllr Webster

Cllr Fellowes

There were no members of the public present.

**1.Apologies:** Cllr Fox, Cllr Haworth and Cllr Haworth-Culf

**2. Approval of previous Minutes**

The draft Minutes of the Property and Finance Committee meeting held on Tuesday 29th August 2023 were approved unanimously by a show of hands and signed and dated by the Chair.

**3. Matters for Discussion**

**3.1 Finance**

Cllr Jones reported that at the end of the month we will be able to produce the half-year Income & Expenditure account and variance report and start the framework for the budget.

Cllr Jones reported that there have been problems with Barclays returning some cheques. Barclays have said that if signatures cross the line where you sign they will be rejected. We are in the process of adding Kim Puttock (Town Clerk) to the mandate and then to obtain a business debit card.

Cllr Jones and TC will progress discussions with Peter Libardi regarding the lease renewal of the Ice-cream kiosk. The amended lease has been received for the change of name to the Primary School for the Triangle. This is at their cost.

**3.2 Sports**

Cllr Jones reported that the veterans football team played their first cup game of the season yesterday.

Cllr Jones has received a request for two additional Boules pitches to enable them to play in a league. We are currently investigating as a similar request was received a few years ago which we could not proceed with as there are cables under the green along one side. If we are able to accommodate, we will need to find a contractor as neither contractors of the existing pitches are options. Cllr Jones will bring to committee if it is viable to discuss if this is something we would want to progress. It would be a 2024 issue as there is no budget.

**3.3 Property**

Cllr Jones had hoped to bring a proposal for the Tractor Shed from the potential Project Manager, but he has not yet been able to access the building.

Cllr Jones has received a quote of £350 from Paul Tynan to plant the new trees at Kemps Field to replace the ones that have died. Confirmation has been received that the trees are now in stock and reserved for us. We will soon be invoiced for the trees in order to hold them for us until late November.

We are waiting for Paul Tynan’s (Eastern Suffolk Services) team to move and plant the four large planters, two to be placed at Fort Green and two at the Moot Hall the sea front side.

Cllr Jones has received a quote of £675 to install additional green fencing to prevent access to the rear of the Rugby pavilion near the gate onto the field. Following a meeting with two Rugby committee members today we agreed moving the existing panel would be better and so a revised quote has been asked for.

We are waiting for Hoggs builders to send the schedule of recommended works to the Moot Hall. Cllr Jones has chased them again for this.

Cllr Jones and DTC will shortly complete a review of the allotments and visit each one. This is with a view to observing any plots not being worked.

Cllr Jones reported on play equipment at Kings’ and Kemps Fields. Repairs to a couple of patches in the wet pour are awaited and for the weed spraying, both should be done at the next monthly visit. We are still trying to establish the make for the damaged noughts and crosses on Kemps field to source spare parts. Meantime it has been taped to ensure no sharp edges. Some new safety signage is also ready to be installed by the basketball posts and the outdoor play equipment.

Cllr Jones confirmed that the contractors still say they will start the insulation work at the Groundman’s Cottage in September.

There are a few footpath issues. Cllr Jones has written to SCC to see if they are scheduled to cut the path across the marshes as it is overgrown. This also asked if they have heard anything from the Inspector regarding the proposed Coastal path route.

A complaint has been received about the state of repair of a section of the footpath at Tiffany corner. Cllr Haworth-Culf is making enquiries regarding this to establish ownership, as we do not believe it is ATC owned.

Cllr Jones talked about the Jubilee walk section between Park Road and Dump Road. With the imminent works by the Water Alliance and the heavy use by their vehicles it makes no sense to undertake pothole repairs until their works conclude as they will undoubtedly make good as part of their programme.

Cllr Fellowes asked if the War Memorial will be cleaning soon. DTC confirmed that this is scheduled to be done on 2nd October.

Cllr Fellowes has received complaints about the two additional large black bins installed on Triangle Wood, one opposite the library and one on the corner near Victoria Road. With one already situated at the other corner near the post box, residents argue there is no demand in that area for this amount and the size of bins. Cllr Fellowes stated that this is two more bins that we have to pay for emptying and just not needed in that area. Cllr Jones reported that these bins were part of the last tranche of bins selected by services committee with Peter Palmer as chair.

**The Committee meeting ended at 7.20pm**

  **DRAFT MINUTES OF THE ALDEBURGH TOWN COUNCIL**

**SERVICES COMMITTEE MEETING**

**HELD ON Monday 25th September 2023 AT 7.14 AT THE MOOT HALL**

**Present**: Cllr Fellowes took the Chair

**Committee Members Present:**

 Cllr Lumpkin

Cllr Langley

 Cllr Webster

**1. Apologies:** Cllr Haworth-Culf and Cllr Howard-Dobson

**2. Approval of Previous Minutes**

The draft minutes of the Services Committee meeting held on Monday 24th July 2023 were agreed, signed and dated.

**3. Matters for Discussion**

**3.1 SCC**

It was agreed to install the Speed display unit that we have onto the pole on Leiston Road and to source a potentially smaller unit for Saxmundham Road due to the narrow verge.  Cllr Fellowes offered to investigate a smaller speed sign. Cllr Fellowes will arrange for the old, rusting pole and unit to be removed from Thorpe Road. It was agreed that these speed signs are only needed in these two locations as traffic survey showed there was no speeding issue on the Thorpe Road.

Cllr Fellowes reported that the High Street bus shelter is complete.  The Linden Road/Leiston Rd bus shelter is in need of repair therefore quotes are to be obtained.

**3.2 East Suffolk Council**

* It was agreed to delay replacing dog signs due to renewal of bylaw which expires 02/01/24.  ATC to respond to ES consultation to extend current ban (May to Sept) by 13/11/23.
* Examples of Seagull signs and quotes to be provided ahead of full council meeting 09/10 for consideration. To be funded from ATC budget depending on cost.
* The additional grey bins provided during the summer still remain, would benefit from grouping where majority of litter occurs (complaints regarding large black bins at Library and elsewhere).   Open bin near Brudenell to be removed and another re-allocated.   New large red commercial bins and locked commercial bins were noted, Cllr Fellowes to report back.  The Bin store built outside rear of 152 to be discussed under Planning.

Agreed to consider location of 2nd town board in Fort Green area (all Cllrs to reply with suggestions).  Quote received from provider of 1st board to replicate. This to be include in bid for other Seafront/Visitor funding linked to ES survey and annual walk report.

**3.3 Police Matters**

* Neighbourhood Watch meeting to take place 26/09 at OGS.  Cllr Fellowes to report to next meeting. Cllr Fellowes also reported that she had been called upon as there was a rough sleeper in the town. Recommends that we have a plan of who to contact in the Emergency Plan.

**3.4 NSIP Large Infrastructure Group**

* Joint parish/town councils meeting 4th October at Stratford St Andrew to receive updates on all projects and consider further joint working.
* Agreed for letter to SZC EDF expressing thanks for their attendance to special meeting on 9th November to include concern regarding inaccurate information (agreed last meeting) and also new meeting with Aldeburgh residents by Julia Pryke via a PR company with links here on 16/10/23?
* LionLink drop-in meeting at Leiston Community Centre 06/10/23 (14:00-20:00).  Webinars on 17/10/23 & 18/10/23 both 7pm.  Not renewable to include fossil fuel generated energy from Netherlands.
* SeaLink consultation to run 24/10-18/12/23.  Virtual pre-meeting 03/10/23 (16:00).

**4. Committee Finance Business**

* ATC to progress bid to ES for funding Seafront/High Street and Visitor improvements from surveys (including removal of redundant signs).  Parking matters to Parking subgroup to discuss and report back.

**5.** **New Services Business**

* ATC need a clear and equitable policy for Fisherman's Car park permits now that the signs are up.
* Agreed to explore opportunities for car charging points in car parks (with ES or external funding).

DTC reported that the defibrillators are being installed next week at the Bowls Pavilion and the Chemist.

**Nothing further to discuss and meeting ended 7.55pm**

**DRAFT MINUTES OF THE ALDEBURGH TOWN COUNCIL**

**GRANTS, REQUESTS & EVENTS COMMITTEE MEETING**

**HELD ON Monday 25th September 2023 AT 7.26 PM IN THE MOOT HALL**

**Committee Members Present:** Cllr Jones - Chair

Cllr Lumpkin Cllr Fellowes

Cllr Webster Cllr Langley

Cllr Bond

**1. Apologies:** Cllrs Haworth-Culf, Haworth, Bond, Howard-Dobson & Fox

**2.** **Approval of Previous Minutes**

The draft Minutes of the Grants and Requests Committee meeting held Tuesday 29th August 2023 were agreed and signed and dated by the Chair.

**3. Grants and Requests**

**RESOLUTION** to **APPROVE** donating£150 to Avocet Academy Trust for Aldeburgh Primary School to purchase library card for pupils. **PROPOSED FOR APPROVAL** by Cllr Webster and **SECONDED** by Cllr Lumpkin.

**In Favour 3**

**Against 0**

**Abstentions 1**

**CARRIED UNANIMOUSLY**

DTC has received a request from the Aldeburgh Rapid Relief Team to volunteer for a whole Town Litter Pick here. This would involve some of their volunteers plus any of the public that would like to participate. Others in their team will provide a free breakfast or burger meal for everyone that takes part.  RTT have done this in Aldeburgh in the past with excellent feedback. The date of the litter pick will be 21st October and this will be advertised.

**Cllrs voted unanimously in favour of the Litter Pick by a show of hands.**

The Fireworks event and plans for Christmas will be discussed following this meeting.

**There was nothing further to discuss and the meeting ended at 8.05pm**

**MINUTES OF THE ALDEBURGH TOWN COUNCIL**

**PLANNING COMMITTEE MEETING**

**HELD ON MONDAY 25th JULY 2023 AT 7.36PM IN THE MOOT HALL**

**Present**: Cllr Webster took the Chair

**Committee Members Present:**

Cllr Jones Cllr Langley

Cllr Haworth-Culf

**1. Apologies:** Cllr Bond, Howard-Dobson & Fox

**2. Approval of Previous Minutes**

The draft Minutes of the Planning Committee meeting held on Tuesday 29th July 2023 were approved unanimously and signed and dated by the Chair.

**3. Matters for Discussion:**

Cllr Webster reported that there had been a Planning Committee meeting earlier today. Four applications were discussed no of which were contentious. The minutes will be circulated to all Cllrs.

The Enforcement team at ESC are dealing with the possible breach of control which is a bin store having been erected to the rear of a property. When we are notified of the outcome an update will be circulated.

Cllr Webster reported on progress with Fishing Hut 3. ESC external solicitors have on 8/9/23 served Mr Marriot with Section 25 and it is now up to Mr Marriott or his solicitors to respond within the time stipulated. ESC have sent a letter confirming this to a resident who has been in contact with them. With reference to the trespass on the land next to the hut filled with tables, Mr Marriott has been ordered to vacate the land forthwith. He has failed to do this therefore discussion taking place between ESC and solicitors.

Cllr Fellowes added that when the Hut does become vacant that ATC wish to be included in talks to prevent this re-occurring. TC will write to Alistair Bissett at ESC to request this happens.

**4. New Planning Business:**

 None.

**The Planning Committee meeting ended at 8.10pm**