



**MINUTES OF THE ALDEBURGH TOWN COUNCIL MEETING HELD IN THE
MOOT HALL ON MONDAY 8th April 2024 AT 7PM**

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

In attendance: Town Clerk, Deputy Town Clerk and 2 members of the public

1. Apologies

Cllr Bond and Cllr Langley

2. To Receive Councillors' Declarations of Interest

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

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

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

Due to the election period, there is no written report. Cllr Haworth-Culf gave her report verbally.

- Primary school allocation decisions will be out on 16th April and parents will be informed.
- Buses will be more frequent on the 521 route and there is a new timetable available.
- The leaning telegraph pole on Springfield Road is being treated as an emergency. Please do report any problems with streetlamps to SCC using the on-line tool and quote the identification number that can be found on each streetlamp.
- Applications for school transport closes 31st May.
- Mark Pendlington has been appointed to mobilise the new Business Board.
- There were many submissions from children to the library consultation.
- There is funding available for EV Charging Points. There are people who cannot install a point at their homes because they don't have their own parking/driveway. This pot of money is to help find solutions and make provision. Cllr Fellowes will raise this at a future Services Committee meeting.

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

No report has been received from ESC.

5. Public Forum

Members of the public in attendance were invited to address the council but they both declined.

6. To approve the draft minutes of the Council Meeting held on 11th March 2024.

The draft minutes of the Council Meeting held on 11th March 2024 were approved and agreed by a show of hands. Cllr Jones abstained as she had not been present at the meeting. Cllr Webster signed and dated the minutes.

7. RESOLUTION to APPROVE the appointment of Cllr Haworth-Culf as Mayor for the 2024-2025 civic year.

The Town Clerk has received 7 nominations for Cllr Haworth-Culf and no others.

PROPOSED FOR APPROVAL by Cllr Lumpkin and **SECONDED** by Cllr Fox.

In Favour	6
Against	0
Abstentions	0

8. RESOLUTION to APPROVE the appointment of Cllr Webster as Deputy Mayor for the 2024-2025 civic year.

The Town Clerk has received 7 nominations for Cllr Webster and no others.

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

In Favour	6
Against	0
Abstentions	0

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

One application to join the council had been received and there were 4 vacancies. As a result Aldeburgh Town Council **RESOLVED** to co-opt Sue Osben.

The Declaration of Office was signed and Cllr Osben joined the remainder of the meeting.

- 10. RESOLUTION to APPROVE** the modified NALC model Standing Orders (2018) – updated April 2022.

PROPOSED FOR APPROVAL by Cllr Fellowes and **SECONDED** by Cllr Fox.

In Favour 7
Against 0
Abstentions 0

- 11. RESOLUTION to APPROVE** the modified NALC Model Financial Regulations 2019 for England.

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

In Favour 7
Against 0
Abstentions 0

- 12. RESOLUTION to APPROVE** the Financial Risk Assessment for the 2024-2025 financial year.

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

In Favour 7
Against 0
Abstentions 0

- 13. RESOLUTION to APPROVE** the Risk Assessment Register.

PROPOSED FOR APPROVAL by Cllr Jones and **SECONDED** by Cllr Fox.

In Favour 7
Against 0
Abstentions 0

- 14. RESOLUTION to APPROVE** the Asset Register for the 2023-2024 financial year.

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

In Favour 7
Against 0
Abstentions 0

- 15. RESOLUTION to APPROVE** the continued appointment of SALC as the internal auditor for the 2023-2024 financial year.

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

In Favour 7
Against 0
Abstentions 0

- 16. RESOLUTION to APPROVE** the proposed Bullying and Harassment Statement.

PROPOSED FOR APPROVAL by Cllr Fellowes and **SECONDED** by Cllr Fox.

In Favour 7
Against 0
Abstentions 0

The Town Clerk advised that she is working on a suite of policies relating to civility and respect.

- 17. Property and Finance Committee:**

- 17.1 To approve the draft minutes of the Property and Finance Committee meeting held on 25th March 2024.**

The draft minutes of the Property and Finance Committee held on 25th March 2024 were approved unanimously by a show of hands. Cllr Jones signed and dated the minutes.

- 17.2 Report from the Chair of the Property and Finance Committee.**

The Town Clerk is preparing for the Internal Audit and End of Year Accounts, which is the current priority.

Sports

The bowls mower is due to be delivered today in time for the start of the Bowls season. As previously mentioned, we are working on Sports Week and there are some activities to be confirmed.

Property

The electrician is to complete the connection to the Tractor Shed, and marketing is underway. The property is not subject to rates as the rateable value is below the criteria for rates to be payable.

We are awaiting drawings for approval for the Rugby Hut from the architect and then plan to go to out to tender for the work. There has been reports of vandalism and throwing bottles from the shelter towards the Rugby Hut. It was suggested that CCTV could be a deterrent.

The Town Clerk has been in contact with Hogg Builders and we are chasing for a date for them to visit the Moot Hall to access works needing attention. The specialist has been to the Moot Hall to review heating and ventilation and has sent his 27-page report, which we will review and bring recommendations to committee. The specialist windows report is awaited. The specialist who visited will be recommending re-leading, which will help with draughts and water penetration.

Works to the tennis courts have been completed both cleaning and repairs. A specialist has been asked to investigate and quote for problems with the lower courts surface. There are 3 holes on court 2 and the contractor ETC has been asked to investigate.

The Water Management Alliance have today been to replace the fence they damaged along dump road.

17.3 RESOLUTION to APPROVE the Income list for March 2024.

PROPOSED FOR APPROVAL by Cllr Jones and **SECONDED** by Cllr Fox.

In Favour	7
Against	0
Abstentions	0

RESOLUTION to APPROVE the Payments list for April 2024.

PROPOSED FOR APPROVAL by Cllr Jones and **SECONDED** by Cllr Fox.

In Favour	4
Against	0
Abstentions	3

17.4 RESOLUTION to APPROVE the appointment of Cllr Fox as the 2nd Financial Scrutineer.

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

In Favour 6
Against 0
Abstentions 1

17.5 RESOLUTION to APPROVE the East Suffolk Services Grounds Maintenance quote for 2024-2025 at a cost of £11,006.14 excluding VAT.

PROPOSED FOR APPROVAL by Cllr Jones and **SECONDED** by Cllr Howard-Dobson.

In Favour 6
Against 0
Abstentions 1

17.6 RESOLUTION to APPROVE the quote from East Suffolk Services to clean the Kings Field Toilets for 2024-2025 at a cost of £6,385.68 excluding VAT.

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

In Favour 6
Against 0
Abstentions 1

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.

PROPOSED FOR APPROVAL by Cllr Jones and **SECONDED** by Cllr Webster.

In Favour 4
Against 0
Abstentions 3

17.8 RESOLUTION to APPROVE proceeding with the quote from Ian Price Professional Painter and Decorator for the painting of the Moot Green Railings at a cost of £1,400.00 excluding VAT.

PROPOSED FOR APPROVAL by Cllr Jones and **SECONDED** by Cllr Lumpkin.

In Favour 4
Against 0
Abstentions 3

Cllr Howard Dobson was asked, with her museum contacts, if she could identify a specialist painter to paint the Town Crest plaques on the railings.

18. Services Committee

18.1 To approve the draft minutes of the Services Committee meeting held on 25th March 2024.

The draft minutes of the Services Committee held on 25th March 2024 were approved unanimously by a show of hands. Cllr Fellowes signed and dated the minutes.

18.2 Report from the Chair of the Services Committee.

Cllr Fellowes reported that the Leiston Road markings have been completed.

The money for the levelling up grant has been received.

The meeting with NewTide Homes has been arranged and will be held in the Moot Hall on 23rd May 2024.

The Environmental Impact Scoping document has been sent in for LionLink and this can be seen on ATC website. There is a webinar on Tuesday 16th April 2024 for anyone to attend – for a link please contact the office.

The two Sizewell C questions will be put forward tomorrow evening at the Main Development Site Forum.

Cllr Fellowes has requested that she attend the Transport Forum which we have not been invited to as only those who are nearer the North and South locations have received an invite.

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.

PROPOSED FOR APPROVAL by Cllr Fellowes and **SECONDED** by Cllr Lumpkin.

In Favour 6
Against 0
Abstentions 1

18.4 RESOLUTION to APPROVE the Kings Street car park area to be the location for the new Town Board.

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

In Favour 6
Against 0
Abstentions 1

19. Planning Committee

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

The draft minutes of the Planning Committee held on 25th March 2024 were approved unanimously by a show of hands. Cllr Webster signed and dated the minutes.

19.2 Report from the Chair of the Planning Committee.

The last planning meeting took place on 15th April 2024.

The Planning Committee will discuss Fishing Hut 3 and a response to East Suffolk Council to convey our utter disappointment. Cllr Fellowes suggested that Chris Bally the CEO at East Suffolk Council is copied into the response.

20. Grants and Requests Committee

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

The draft minutes of the Grants and Requests Committee held on 25th March 2024 were approved unanimously by a show of hands. Cllr Haworth-Culf signed and dated the minutes.

20.2 Report from the Chair of the Grants and Requests Committee

The organisers of the annual Boxing Day swim have sent a lovely thank you letter.

The poster for the Family Fun Afternoon will be shared soon on the Aldeburgh Chit Chat Facebook page and Aldeburgh Town Council website. A request for volunteers will also be put out.

The Street Trading Policy has been extended until the end of May.

20.3 RESOLUTION to APPROVE to permit on ATC land the erection of a small display stall as per previous years for the purpose of displaying and selling watercolour paintings on Aldeburgh Town Council land.

PROPOSED FOR APPROVAL by Cllr Howard-Dobson and **SECONDED** by Cllr Jones.

In Favour 6
Against 0
Abstentions 1

20.4 RESOLUTION to APPROVE proceeding with the quote of £3,402 from Fully Fused Fireworks for the November fireworks display.

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

In Favour 5
Against 2
Abstentions 0

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

PROPOSED FOR APPROVAL by Cllr Webster and **SECONDED** by Cllr Fox.

In Favour 5
Against 0
Abstentions 2

21. Reports from Members appointed to Outside Bodies

21.1 Cllr Fellowes attended a DESNZ meeting on 14th March 202.

Cllr Fellowes attended a SCC Highways meeting on 27th March 2024.

21.2 Cllr Howard-Dobson reported that The Jubilee Hall are to hold a Spring Farmers Market on Saturday 20th April from 9.30am – 1pm.

Cllr Lumpkin attended a SCC Highways meeting on 27th March 2024

21.3 Cllr Jones attended a meeting of the Aldeburgh Society on 25 March 2024. There was discussion about the energy projects as the chair is in close contact with SEAS. They are working on the processes and governance for their small grants scheme. Not much to report from Planning other than noting a decision had not yet been reached on Tofts or the Store/garage/ laundry at Garrett House –

although there was a possibility the latter had been recently withdrawn. Tony Bone updated the committee to advise Tony Simper had relocated to Devon and someone was being sought to look after the boat owned by the Aldeburgh Beach Boat Trust.

Cllr Jones chaired the AC&ST trust meeting for the Old Generator Station on 27th March 2024. Mother's Day and Easter Sunday lunches had been very successful and food sales generally were increasing. Trading for the first 3 months was significantly up on the same period last year. A well written article has been produced to go in the May edition of the Aldeburgh Times in addition to the regular bi-monthly what's on coverage. Quiz nights continue to be popular and a music quiz is planned for 4th May for the Revell cup. The quarterly stock take is taking place next week.

Cllr Jones will attend the Tennis Committee meeting on 15th April 2024.

Cllr Bond attended a meeting of the Alde and Ore Association on 31st March 2024. Minutes of this meeting will be available.

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

None.

23. Correspondence

- 23.1** A letter has been received from a resident in relation to streetlights located between Crabbe Street and the High Street causing a high level of light intrusion. It was requested that it be considered that Aldeburgh be brought in line with other residential areas by turning the lighting off between 11.30pm and 6am.

Cllr Haworth-Culf has requested with SCC that the lights be turned down in the meantime. Town Clerk will forward the email to the police for their comments.

- 23.2** Town Clerk confirmed that the gutters at the Aldeburgh Museum have been cleaned.

24. Mayor's Report

Cllr Webster reported that he was unable to attend the Justice Service in Bury St Edmunds. He did attend a Carnival meeting on 19th March, a Trustees meeting of the AC&ST and a Rugby Club lunch last Saturday.

The Mayor proposed to present community awards to three people at the Town Meeting to take place on 25th April 2024. The names were agreed.

25. The Public and Press were excluded from the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960

because of the confidential information being discussed which was the Civility and Respect Pledge.

26. The meeting closed at 8.40pm.

The next meeting of Full Council will take place on Monday 10th June 2024 at 7pm at the Moot Hall.