

**Pre-meeting Reports  
4 July 2017**

Before the meeting the Chairman was pleased to receive a presentation from Andrew and Ann Nunn of the Leiston Fairtrade Steering Committee for the reaccreditation of Leiston as a Fairtrade Town.

The Chairman was also very pleased to be able to present Mr Wayne Burns with a plaque in recognition of his 25 years service to the Town Council as the Leiston Film Theatre Manager.

The Chairman welcomed the new town councillor, Cllr Freda Casagrande to Leiston Town Council.

**54. District Councillor**

Cllr Cooper tabled a report for the meeting. No questions were raised.

**55. County Councillor**

Apologies were received from County Cllr Russ Rainger.

**56. Public Forum**

Linda Hawes informed the Council that the defibrillator had been ordered and was due to be installed shortly at the Children's Centre in Waterloo Avenue.

**At a meeting of the LEISTON-cum-SIZEWELL TOWN COUNCIL  
held in the COMMUNITY CENTRE, King Georges Avenue, Leiston, on  
TUESDAY 4 JULY 2017 at 7.30pm**

**PRESENT**

**Councillor Mrs L Hill (in the Chair)  
Councillor D Bailey  
Councillor Mrs S Betson  
Councillor D Boast  
Councillor Miss F Casagrande  
Councillor T Cooper  
Councillor Mrs S Geater  
Councillor C Ginger  
Councillor P Harle  
Councillor T E Hodgson  
Councillor W M Howard  
Councillor J N Last  
Councillor Mrs S Levermore  
Councillor D Morsley  
Councillor C Nichols**

**57. Minutes**

It was proposed by Cllr Morsley, seconded by Cllr Betson and agreed that, with the tabled amendment to the item regarding Aldhurst Farm, the minutes for the meeting of 6 June 2017 be signed as a true record.

## **58. Apologies**

Apologies were received from County Cllr Russ Rainger and Mrs Gibson.

## **59. Chairman's Communications**

The Chairman attended the Annual General Meeting of the Leiston & District Community Partnership on 19 June where new board members were appointed.

The first ever Suffolk Day was held on 21 June and the Chairman was pleased to attend an event held at Leiston Enterprise Centre and met some of the staff, tenants and exhibitors there. The Long Shop Museum had free admission to mark this special day and offered visitors the opportunity to visit their new and very interesting exhibition about Elizabeth Garrett Anderson. Tea and scones were enjoyed at the pop-up café run by the Leiston WI whilst watching a slide show with photographs of Leiston in the 1960s and 1970s, and how the same area looked in more recent years. The Town Council marked Suffolk Day by having a litter pick which was promoted as 'Tidy the Town'. Nearly 40 people attended and the Chairman was pleased to see the Leiston Guides and Scouts and younger members of the community taking part. The town centre, recreation grounds and Haylings Pond were some of the locations visited. The Chairman thanked everyone who came along on the evening and the shops and businesses who supported the event with donations of equipment and refreshments and displaying posters. This was an excellent example of community spirit in action and she hoped Leiston would support Suffolk Day next year.

The Suffolk Armed Forces weekend on 24 and 25 June was hosted by Suffolk Coastal District Council in Felixstowe. The Chairman was delighted to represent Leiston at events held at Landguard Fort on the Sunday. This included the re-enactment by The Sealed Knot and English Civil War Society of 'The Battle of Landguard' which was between the Dutch and English 350 years ago. The Chairman also had the opportunity to see military displays including the Band of Her Majesty's Royal Marines Collingwood.

The Chairman, along with Cllr Boast and 5 residents attended the Lorry Watch training event run by Suffolk Trading Standards on 27 June. One resident was an experienced lorry driver and it was very useful to have his perspective on the lorry issue. He gave suggestions on how to improve signage for Eastlands Industrial Estate with Trading Standards agreeing to contact Highways on the matter. All present signed up to the Lorry Watch Scheme.

On 30 June, the Chairman represented the Council on the Galloper Wind Farm Fund Panel. This was the second meeting of the panel this year and awarded just over £3,000 to three local projects, including Leiston Town Pastors. Not all the funds were allocated so this will roll over to next year when £15,000 will be available for the next round of applications in March/April 2018. The Chairman encouraged local organisations to see if they could benefit from applying to this fund which is administered by Suffolk Coasts and Heaths AONB.

## **60. Declarations of Interest**

Cllr Cooper in all planning matters, item 12, Cllr Hill regarding Leiston Film Theatre in item 15 correspondence, Cllr Nichols in item 12 (a) and (b), Cllr Ginger regarding Leiston Works Railway in item 15 correspondence.

## **61. Leiston Together**

Councillors noted the draft minutes from the recent Board meeting. The Clerk explained that the Board had allocated £3,500 from the Coastal Communities Team funding to be used in contracting Navigus Planning to produce a scoping report to help raise funds for the feasibility study and masterplan required for the town centre regeneration scheme. He reported that another £4,000 was required to get a complete piece of work done however and requested that members consider allocating this from the devolution reserve. There was every possibility that funding from DCLG through the My Community initiative could be obtained to cover this and the money may not be needed. However, he felt it was important that the work was commissioned and needed a committed backup should the application fail. It was proposed by Cllr Betson, seconded by Cllr Morsley and agreed that £4,000 from the reserves be earmarked for this project should it be required.

## **62. Community Centre Management Group**

Councillors noted the minutes from the Community Centre Management Group meeting of 13 June. Cllr Last suggested a new Council layout should be trialled to enable the public to hear better and avoid backs to the audience. The Clerk explained various layouts had been tried in the past and the current plan was the best option. The Clerk suggested councillors draft a new layout plan to be tested at a future Council meeting.

## **63. Middle School**

Members noted the report and paper from the Clerk which gave an overview of all the likely costs involved should the Town Council accept the County Council's offer to take on the centre section of the Middle School for community use. There were good arguments for taking it on but the future charge to the precept was a concern. Overall it was considered too good an opportunity to turn down so after lengthy discussion it was proposed by Cllr Morsley, seconded by Cllr Howard and agreed in principle that they would be willing to take possession of the site. Councillors needed some reassurance however on progress with the adjoining buildings plans, parking and access as this very much affected the habitability of the offered section. It was further proposed by Cllr Betson, seconded by Cllr Geater and agreed that the front of the building, which is currently being marketed, the facia should remain as this is part of Leiston heritage. The Clerk was asked to enter into negotiations with the County Council on timescales and the other issues and to arrange a site visit within the next 2/3 weeks at 6pm for councillors to view the site. The Clerk will also contact the Conservation Officer at Suffolk Coastal regarding protecting the school frontage.

#### **64. August Meeting**

The Clerk explained that a visit from the Community Land Trust Network had been arranged for 1 August to brief members on the advantages of taking forward the town centre housing project through the formation of a local community land trust. It was also noted that there would probably be an Extraordinary Council meeting on completion of the brief (at 8.00pm) to address any planning items that needed attention or other business that could not wait until September. Cllr Cooper submitted his apologies.

#### **65. Community Volunteers**

Members noted that Mr Cooper and his team of volunteers were very active and busy tidying, cutting and generally maintaining the footpaths, verges and roads around the town. It was also noted that they were using their own tools, brooms and power tools to do this. It was felt that a contribution should be made for fuel and equipment so, on a proposition from Cllr Cooper, seconded by Cllr Betson it was agreed to contribute £200.00 to Mr Cooper to help with his expenses.

#### **66. SSG - AGM**

It was noted that Cllr Bailey and Cllr Howard would be attending the AGM of the SSG on 6 July 2017.

#### **67. Finance and Personnel**

##### **a) Accounts for Payment**

It was proposed by Cllr Cooper, seconded by Cllr Betson and agreed that accounts presented in the sum of £21,056.46 along with £11,012.58 paid since the last meeting, be approved for payment.

##### **b) Financial Management and Risk Assessment for 2017-2018**

Councillors noted the report from the Clerk on the Council's risks. It was proposed by Cllr Cooper, seconded by Cllr Bailey and agreed that members accepted that a proper and thorough risk assessment had been carried out covering all physical, financial and governance risks which the Council could reasonably be expected to encounter and that appropriate measures were in place to cover or reduce those risks where possible.

##### **c) Appointment of Internal Auditor 2017/19**

Councillors noted the report on Internal Controls and the Clerk's recommendation for appointment of Internal Auditors for 2017-2019. It was proposed by Cllr Cooper, seconded by Cllr Ginger and agreed that Heelis and Lodge be appointed as Internal Auditors to the Council for 2017/2018.

#### **68. Planning Matters**

- a) DC/17/2761/FUL - Creation of vehicular access – 26 Waterloo Avenue, Leiston

**RECOMMEND APPROVAL**

- b) DC/17/2760/FUL - Creation of vehicular access - 24 Waterloo Avenue, Leiston

**RECOMMEND APPROVAL**

- c) DC/17/2766/FUL - Proposed agricultural general purpose building to store farm implements and overflow grain storage, harvested from adjacent farmland - Harrow Farm Harrow Lane Theberton. As this is outside our parish councillors noted the application but did not make a recommendation.

**69. County Matters**

Cllr Levermore asked who is responsible for clearing public footpaths to which the Clerk confirmed it is the County Council. Overgrown footpaths can be reported on the SCC website. Cllr Last wanted clarification that the Cycle Tour was coming through Leiston, which it is on 8 September. The Clerk advised a big screen will be put up in the post office square for the public to view the race and it will be promoted in the newsletter.

**70. District Matters**

Cllr Harle raised a concern from a resident on a planning application. Cllr Harle will give the details to Cllr Cooper to follow up.

**71. Correspondence**

Leiston Works Railway

Councillors noted the reply from the Planning Authority to the letter submitted to them by the LWR (as seen and discussed at the June meeting). The Clerk informed members that the LWR were meeting concurrently in the Council Chambers to discuss this and that he would continue his mediation duties to assist all parties to reach an outcome in due course.

Leiston Film Theatre Support Club

A request had been received from Leiston Film Theatre Support Club to provide a draw prize for the 25<sup>th</sup> Anniversary Grand Draw taking place on 4 November. It was proposed by Cllr Howard to grant £100.00, seconded by Cllr Bailey. Cllr Betson then proposed an amendment to that amount suggesting, as this was the 25<sup>th</sup> anniversary, £250.00, seconded by Cllr Morsley but this was not carried. It was then agreed £100.00 would be granted.

*During the above item Cllr Mrs Hill declared a pecuniary interest and left the room. Cllr Last took the Chair.*

Letter from Suffolk Constabulary

Councillors noted the response regarding car parking issues.

Sizewell Car Park Barrier

Councillors noted the letter from Kerry Blair from Suffolk Coastal and Cllr Bailey was disappointed with the attitude of the response. Cllr Ginger felt

there is no security and concerned that further encampments will happen. The Clerk confirmed he will respond to the letter.

Formal Complaint – Allotment Parking

The Clerk confirmed this matter had been effectively dealt with.

**72. Questions to the Chairman**

Cllr Howard asked when the Chairman’s Board would be updated. The Clerk advised he had asked Mr Lear to do the work and will arrange. Cllr Cooper suggested hanging the Chairman’s Boards in the Community Centre and this was agreed.

Cllr Cooper reported that Leiston Primary School are having a fence erected around the whole school to cover new legislation regulations. Cllr Cooper also praised Platts on their new business frontage.

Cllr Hodgson asked when the new gates were being installed on the sports field area of King Georges Avenue recreation ground. The Deputy Clerk confirmed the gates were being installed today and Thursday.

Cllr Harle raised a concern from Mr Holmes regarding tree roots at the allotment on Valley Road. The Clerk will speak to Mr Holmes directly. Cllr Harle had heard some rumours regarding Leiston Surgery moving to Saxmundham. This was felt to be unlikely and a possible misunderstanding but Cllr Boast agreed to raise this at the Saxmundham PPG meeting tomorrow.

Cllr Levermore asked if any further movement had been made on the Sylvester Road car park. The Clerk confirmed Flagship have admitted ownership and he will chase them to get this area cleared up.

Cllr Morsley raised concerns regarding the white lining survey he did nearly nine months ago for Highways and this has still not been actioned. The Deputy Clerk will chase this up.

Cllr Hill confirmed the Newsletter Working Party were meeting on 1 August (change from 15 August) and requested articles to the Clerk before this date. The Newsletter will be distributed on 25 August.

The meeting finished at 8.55pm.

Chair -----

Dated -----