

**Pre-meeting Reports  
7 November 2017**

**139. Mr Michael Wilson, Principal, Alde Valley Academy**

The Chairman welcomed Mr Mike Wilson who gave members an update on the progress being made at Alde Valley Academy and explained some of the challenges. The Academy had recently been subject to an OFSTED inspection which had resulted in the previously “special measures” rating improving to “good” with some outstanding points. He explained how, unfortunately, it was not possible to maintain a sixth form in the future due to school numbers, finance and the need to ensure pupils got the best chances and variety of education at that level. He was very pleased that Suffolk New College had come to the Alde Valley Site (as Suffolk New College on the Coast) as this would be able to provide, from next September, some vital NVQ and other courses without Leiston pupils having to travel to Ipswich or Lowestoft. Members all congratulated Mr Wilson, staff and students on the Academy’s recent achievements. Cllr Casagrande queried teaching assistant support for the Year 7 pupils and Mr Wilson explained as the pupil intake was smaller, fewer TA’s were required. Cllr Last asked if, due to size, the school was vulnerable but Mr Wilson confirmed the school is on a firm financial platform which is closely monitored. Cllr Betson asked if young adults would have the opportunity to undertake courses at the College on the Coast. Mr Wilson felt this may be an option in the future. Cllr Cooper queried the low intake from primary schools and Mr Wilson confirmed pupil numbers were better than projected and the school could accommodate more. A resident raised concerns regarding possible Sizewell Power Station apprenticeships and Mr Wilson confirmed the College and Sizewell were in discussions.

*During the above item, the time reached 7.30pm, it was proposed by Cllr Ginger and seconded by Cllr Harle and agreed that Standing Orders be suspended to allow the public session to complete.*

**140. County Councillor**

Apologies were received from Cllr Rainger. A submitted report was available for all attendees.

**141. District Councillor**

A report from Cllr Cooper was tabled. Cllr Last raised concerns regarding the £62,000 shortfall for enforcing parking restrictions when SCDC take responsibility for parking enforcement in 2019 and the possible charging for ‘free’ spaces. Cllr Cooper will look into this.

**142. Public Forum**

A resident of Long Row raised concerns regarding a sewerage disposal unit being installed in Long Row for the new housing development. He felt it contravened building regulations and was a health and safety hazard. Cllr Cooper was unaware of this but will investigate further. A resident also thanked the Council for the improvements to the Boules Piste on Victory Road.

**At a meeting of the LEISTON-cum-SIZEWELL TOWN COUNCIL  
held in the COMMUNITY CENTRE, King Georges Avenue, Leiston, on  
TUESDAY 7 NOVEMBER 2017 at 7.45pm**

**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 J N Last**  
**Councillor S Levermore**  
**Councillor D Morsley**  
**Councillor C Nichols**

**143. Minutes**

It was proposed by Cllr Cooper, seconded by Cllr Ginger and agreed that the minutes for the meeting of 3 October 2017 along with the brief minutes from 31 October 2017 be signed as a true record.

**144. Apologies**

Apologies were accepted from Cllr Hodgson, Cllr Howard, County Cllr Rainger, Mrs Gibson and District Cllr Pratt.

**145. Chairman's Communications**

The Chairman thanked the Vice Chairman, Cllr Last, for representing the Town Council and taking the October Council meeting in her absence. He attended the ATC presentation evening on 6 October where a large number of awards were made to individual cadets for their achievements over the last 12 months. The Vice Chairman also attended the Elizabeth Garrett Anderson Commemorative Church Service in Aldeburgh on 8 October. The service was very well attended by the Garrett family, guests and members of the public and after the service the Mayor's reception was held at the Moot Hall for refreshments and the unveiling of a picture of Elizabeth Garrett Anderson by a family member. On 28 October the Chairman helped set up for the bulb planting event at the Community Orchard. Volunteers of all age groups planted 5,000 daffodil bulbs and she thanked Suffolk Coastal Norse for their advice and preparing the site, Cllr Levermore for organising the event and to all those who took part. The Chairman attended the re-dedication service of the memorial in Harrow Lane to the 357<sup>th</sup> Fighter Group of the United States Army Air Corps. The memorial had recently undergone much needed renovations which had been funded by Hopkins Homes. On 28 October the Chairman attended, principally as Chairman of the Leiston Film Theatre

Support Club, the celebration afternoon tea party at the Community Centre to mark the Club's 25<sup>th</sup> Anniversary. All Club members and Town Councillors had been invited and Cllr Last very kindly, on behalf of the Council, thanked and acknowledged the tremendous work and efforts of the Club. The Chairman will be attending the Festival of Remembrance Concert at the Film Theatre on 8 November and invited councillors to attend the Remembrance Day Service and Parade on Sunday 12 November. The Chairman announced the Leiston Celebrates Christmas event to be held on Saturday 2 December.

**146. Declarations of Interest**

Cllr Cooper for item 12, Cllr Nichols item 11e, Cllr Levermore item 11e and letter 1 in correspondence, Cllr Hill for Leiston Film Theatre and Cllr Ginger item 11e.

**147. Leiston Together**

Unfortunately, Mrs Gibson was not in attendance. The Clerk gave a brief update on the recent Board meeting and the meeting held on 3 November with the Head of Housing at Suffolk Coastal and Chris Bowden from Navigus to discuss the town centre project. Navigus hoped to give the Council a report by the end of November.

**148. January Meeting**

It was proposed by Cllr Cooper, seconded by Cllr Last and agreed to reschedule the January meeting to the 9 January 2018.

**149. Grounds Maintenance Meeting of 11 October**

A recommendation had been put forward to invite the Chief Executive of Flagship Housing to attend a future Council meeting regarding the standard of certain properties in Seaward Avenue. It was proposed by Cllr Ginger, seconded by Cllr Morsley and agreed to firstly find out if the properties are Flagship owned. Cllr Cooper informed councillors that the asbestos clearance on the old caravan park would cost £100,000, so no further action will be taken until next summer.

**150. Middle School**

Members noted the Clerk's report. After further intense discussion it was proposed by Cllr Morsley, seconded by Cllr Nichols and agreed to take the offer of the site from SCC (9 for, 4 against). Cllr Last did request an amendment to the proposal to incorporate a financial review after 12 months but this was not carried. Cllr Ginger did not support the proposal but wanted it minuted that he hoped it was successful. The Clerk will seek clarification from SCC with regards to the future of the other building and the structural works they will complete for us, with the proviso of a 125 year lease from 1 April 2018. A break-clause of 6 months written notice gives the Council an opt-out. Cllr Levermore suggested putting an article in the newsletter asking for expressions of interest from organisations and clubs to use the site. Cllr

Ginger suggested engaging professional advice straight away on the work required.

**151. Calendar of Meetings 2018**

Councillors noted and agreed the meeting dates for the coming year.

**152. Sizewell C Community Forum – 16 November**

Cllr Hill volunteered to represent the Council in Cllr Hodgson's absence.

**153. Finance and Personal**

a) Accounts for Payment

It was proposed by Cllr Cooper, seconded by Cllr Betson and agreed that accounts presented in the sum of £37,380.02p along with £26,094.14p paid since the last meeting, be approved for payment.

b) Community Centre two tier rental fee

The Clerk reminded members of the decision to install a two-tier charging system for the Community Centre whereby, if a hirer wishes or intends to make use of the kitchen facilities (cooker and dishwasher), then a one off fee over and above the hire fee would be charged. It was proposed by Cllr Ginger, seconded by Cllr Levermore and agreed that this extra fee (however long the booking was for) would be £5.00 and this would be reviewed next March.

c) Budget review and finance review

Members noted the budget review which included a comprehensive overview of the new finance software and the reports that could be generated from it. Cllr Cooper congratulated the Clerk on the clear and concise reports. Cllr Last asked if a summary report could be available at each Council meeting to keep track of finances. Members confirmed the earmarked reserves were still appropriate for purpose and noted that, at the half year point, budgeting was going to plan. It was proposed by Cllr Ginger, seconded by Cllr Boast and agreed that the financial review be accepted and that the earmarked reserves be confirmed.

d) Appointment of Responsible Financial Officer

Noting the recommendation from the Personnel Committee it was proposed by Cllr Morsley, seconded by Cllr Betson and agreed that Mrs Rinder be appointed as the Council's Responsible Finance Officer (RFO) on 1 April 2018.

e) Review of wages and salaries

Cllr Nichols had already declared a pecuniary interest in this item and left the room. Members noted the recommendations from the Personnel Committee regarding this year's review of wages and salaries. The overall recommendation was for a 3% increase for all hourly paid staff. Salaried staff were recommended for various adjustments to the scale point they were on to broadly reflect this increase too. It was proposed by Cllr Betson, seconded by Cllr Bailey and agreed that the recommendations be

confirmed and that the new rates take effect from 1 November 2017. With regards to employing an apprentice, it was suggested to investigate a four year apprenticeship for an 18-25 year old. Cllr Ginger asked for this to be included in the precept.

f) Precept preparation.

The Clerk outlined the timetable for setting the Precept on the 9 January 2018 and asked councillors for any suggestions to be included in the precept discussions prior to the December meeting.

*The meeting took a break from 8.55pm to 9.05pm*

**154. Planning Matters**

DC/17/4215/FUL – Extension to existing property at 70 Waterloo Avenue, Leiston

**RECOMMEND APPROVAL**

DC/17/4357/DEM (Demolition) – 1. CO2 Building 2. Reservoirs and pump house 3. Administration building 4. Engineering block 5. Water treatment plant 6. Tertiary pump house 7. CW crane at Sizewell A, Sizewell Power Station. Cllr Last asked to note in the response subject to vehicle movements.

**RECOMMEND APPROVAL**

DC/17/4258/FUL – Retrospective planning permission for rear conservatory at 57 Valley Road, Leiston

**RECOMMEND APPROVAL**

**155. County Matters**

Cllr Last mentioned the traffic lights from Cross Street across to Sizewell Road timings were still very short and the White Horse traffic lights were out of sync. The Deputy Clerk will put this on the Highways agenda. Cllr Casagrande reported the police had sent letters to residents in Valley Road and Archway Cottages requesting them not to park on the pavement. She said lorries going to the treatment works would not get through the narrow road if the cars did not park on the pavement. The Clerk will contact the police for clarification.

**156. District Matters**

No items were raised.

**157. Correspondence**

Grant Request from Leiston Guide Hut

A letter had been received from the Leiston Guide Hut Management Committee requesting funding for their organisation. It was proposed by Cllr Bailey, seconded by Cllr Last and agreed to grant £500.00.

Grant Request from Suffolk Accident Rescue Service

A letter had been received from SARS requesting funding to support the running costs of their organisation. It was proposed by Cllr Boast, seconded by Cllr Casagrande and agreed to grant £500.00.

**158. Questions to the Chairman**

Cllr Levermore invited the Chairman and councillors to attend, and possibly help, at the Christmas Sparkle and Ice Street Fair and asked the Chairman to present prizes to the winners of the competitions. Cllr Nichols asked when the Jubilee Gates were being refurbished and the Clerk confirmed work starts on Thursday 9 November. Cllr Ginger raised concerns on several issues with the Leiston Surgery appointments system and staffing levels as some residents did not understand the GP+ system. The Clerk asked when to invite Vicky Hutchinson from Age UK and another colleague to give a presentation on dementia and social prescribing. It was agreed to arrange this for the February meeting. Cllr Betson felt we need keep up to date with what is happening with Suffolk New College and will contact Bev Kemp who is the administrator.

The meeting finished at 9.30pm.

Chair

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Dated

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