

**Pre-meeting Reports  
3 December 2019**

The Chairman conveyed apologies from Andy Osman, Head of Emergency Planning at Suffolk County Council who was not able to update everyone at this time. He will be invited to the February Council meeting.

**124. County Councillor**

Cllr Rainger sent his apologies and no questions were raised.

**125. District Councillor**

A report had been previously circulated. Cllr Cooper updated councillors on the Aldeburgh, Leiston, Saxmundham and villages Community Partnership event which was held on 28 November. Cllr Cooper explained there was a large pot of money to fund the top three priorities, which following a simple voting process were 'transport links and access to services', 'economic regeneration/high street' and 'housing to meet local needs'. These will be discussed at the next meeting in January.

**126. Public Forum**

No questions were raised.

**At a meeting of the LEISTON-cum-SIZEWELL TOWN COUNCIL  
held in the COMMUNITY CENTRE, King Georges Avenue, Leiston, on  
TUESDAY 3 DECEMBER 2019 at 7.30pm**

**PRESENT**

**Councillor Mrs L Hill (in the Chair)  
Councillor D Bailey  
Councillor D Boast  
Councillor T Cooper  
Councillor D Dix  
Councillor C Ginger  
Councillor P Harle  
Councillor T Hawkins  
Councillor J N Last  
Councillor S Levermore  
Councillor Ms M A Woolf**

**127. Minutes**

It was proposed by Cllr Hawkins, seconded by Cllr Last and agreed that the minutes for the meeting of 5 November 2019 be signed as a true record.

**128. Apologies**

Apologies were received from Cllr Betson, Cllr Geater, Cllr Morsley and Cllr O'Reilly.

## 129. Chairman's Communications

Cllr Hill reported as follows:

I attended the Festival of Remembrance on 6 November at the Leiston Film Theatre. The entertainment was provided by the Band of the Royal British Legion Leiston with local army & air cadets and various military groups taking part in the remembrance service. At the end of the evening I was pleased to have the opportunity to thank the cadets, their officers and the standard bearers for taking part in this occasion.

The Remembrance Service on Sunday 10 November was attended by the Deputy Lord Lieutenant. Tim Rowan-Robinson, County, District & local councillors together with representatives from local organisations and schools in our community. The Band of the Royal British Legion led the parade to and from the church and I would like to thank them for their continued support of this important event in Leiston's and the nations calendar.

There was also an act of remembrance on Victory Road Recreation Ground to mark the silent observance at 11am on 11 November.

The Town Clerk and I attended the East Suffolk Partnership's Annual Forum entitled Shaping our Future at Trinity Park on 15 November. The guest speaker was Dominic Campbell, CEO of FutureGov who gave an inspiring presentation on Designing Public Services for the 21<sup>st</sup> Century. My chosen workshops were Young People's Voices: Shaping our Own Future and How can Communities Work Together to Support Our Town Centres to Thrive? It was also an opportunity to visit stands and talk to representatives from a number of different organisations.

As the Council's representative on the Leiston Surgery Patient Participation Group I am very pleased to report that following a recent inspection by the Care Quality Commission the practice has been rated as GOOD overall. A copy of the report can be viewed on the Leiston Surgery website.

A focus of the PPG over some months has been to provide an opportunity for members of our community to undertake CPR training. With the kind support of the British Heart Foundation, Leiston Leisure Centre, Places Leisure and Leiston First Responders I am pleased to report that CPR training will take place on Saturday 25 January. The training consists of a FREE one-hour session and information on how to book a place at one of the four sessions will be available shortly.

On 28 November I was invited to attend the opening of the YES (Youth Employment Service) Careers Hub, formerly the Flagship offices, at 46 High Street. Inspire Suffolk, Access Community Trust and Sizewell C have come together to support this service which will enable young people between the ages of 16 and 25 to have help and support in preparing them for the world of work. I am extremely pleased that young people in our community are to be supported by this joint initiative.

Later that evening I attended the Aldeburgh, Leiston, Saxmundham and villages Community Partnership workshop. This workshop was attended by councillors and representatives from various organisations in the partnership

area. Steve Gallant, Leader of ESC and Letitia Smith, Cabinet Members for Communities introduced the event. Councillor Cooper is our Community Partnership Chair. ESC officers gave an overview of the workshop and a data presentation on our partnership's profile. Using the data provided groups took part in discussions regarding their views on priorities and following a simple voting process. Three priorities were arrived at: transport links and access to services, economic regeneration / High Street and housing that meets local needs. Social isolation was fourth and had rated high on the list in other workshops. A report on the meeting and the priorities is to be circulated.

This afternoon I was pleased to attend the Rose & Sweet William Club's Christmas Party. A lunch with soup and a dessert was provided and for entertainment a Christmas Quiz and children from Leiston Primary School sang carols. On behalf of the guests I thanked the organisers for making the afternoon so enjoyable and wished everyone a Happy Christmas.

Finally, I would like to thank Cllr Last for attending, as the Town Council's representative, the funeral of John Geater which was held earlier today. I was attending a Leiston Together meeting and a CLT meeting with East Suffolk Council officers and had spoken to his daughter Susan Geater.

### **130. Declarations of Interest**

Cllr Woolf item 14(a) cheque 314283, Cllr Cooper item 15 and item 18 letter 1, Cllr Hill for Leiston Film Theatre, Cllr Hawkins item 14(a) cheque 314277 and item 15(a) and Cllr Boast for CLT.

### **131. Leiston Together Update**

Mrs Gibson sent her apologies and the Clerk updated members on the recent meeting held earlier today. He reported a presentation by Paul Warmington from SCC on young people training and skills on energy projects was well received. The Board also agreed to support the submitted report that asked them to have common purpose on the mitigation and compensation requests that the Town Council had identified as necessary to alleviate some of the detrimental effects of Sizewell C.

### **132. CLT Trustee Board**

Cllr Hill updated the meeting on this item thus:

Today the CLT met with the ESC officers and in the discussions gave them a report on progress.

I am pleased to report that the United Church have given their written support to the plans to enhance the garden and area around the Church. This is Phase 1 of the main regeneration of the town centre project and Simon Merrett has met with three landscape architects regarding designs and costings. Jim Florance and Simon will be progressing the project as one of the CLT's newly formed focus teams and will also invite a representative from the United Church to be a part of the process. Although CYDS were not successful in obtaining a grant it is still intended to involve this group of young people in the project. The support from the Church is a very positive step and

will enable the CLT to demonstrate to the community that something is happening with regard the plans for the town.

Trustees will also be serving on other focus teams which includes marketing strategy, branding and a website for which we have already received a grant of £14,400 and also a funding team to gain additional funds initially relating to the United Church project but also for larger amounts that will be needed to secure a Project Manager. The Co-op have a community fund and there are various green projects with funding which could be used for the Church project. The ESC funding team would also be able to help with signposting funds. With the increase in funds we intend to secure it has become obvious that we needed to have the services of someone with a business/finance background and I am very pleased to report that, subject to them being appointed as a Trustee at the AGM, we have found a volunteer who could be our Finance Director.

Sean Hays the ESC Interim Housing Officer also attended the meeting and reported he was very impressed following his site visit to Leiston to discuss the CLT's plans.

The ESC officers have also agreed to look into the possibility of the CLT either having an interim intern or mature apprentice to help with progressing the project.

Tomorrow the Trustees are meeting with Alan Collard our Plunkett Foundation adviser to formulate a business plan. A skeleton business plan has already been produced and further information has been provided and will be updated and added to at the meeting. It is intended that this will be presented at the next meeting of the CLT with ESC officers in February.

In order to engage young people in the town centre regeneration project the Headteacher at Alde Valley Academy has agreed that at the end of January the CLT can give a presentation at school assemblies. Information on membership could also be sent home to parents. We would very much like to involve the young people in our plans but people under 16 are not able to be members. We are therefore looking into the possibility of creating a Friends of Leiston CLT and having support from Zoe Botten with an intergenerational project.

I would like to take this opportunity to thank the Councillors and officers of ESC for their support and work with the CLT over the past months and our next meeting is on 4 February.

Lastly, the Leiston CLT AGM is on Tuesday 10 December at 6pm at the Community Centre and with the good news on Phase 1 of the Town Centre project it is an ideal opportunity to further engage our community in becoming members and supporting the work being undertaken.

**133. Highways Committee Meeting – 19 November 2019**

Councillors noted the report. Cllr Last was very disappointed in regard to our CIL application for a pedestrian crossing not meeting the new criteria and being classed as desirable, not critical or essential infrastructure. Cllr Cooper also reported that parking inspectors would be employed early in 2020 all being well with SCC and ESC just waiting for a Statutory Instrument to be laid before Parliament before they are able to officially take on policing of no waiting on double yellow lines.

**134. Report from the Anglian Energy Planning Alliance Event at Snape – 11 November 2019**

Councillors noted the report. A letter to Andrea Leadsom MP had also been circulated asking if the Town Council would agree to support it. It was therefore proposed by Cllr Woolf, seconded by Cllr Harle and agreed to add the town council's name.

**135. Briefing on Nautilus Interconnector Presentation – 11 November 2019**

Councillors attended a briefing by National Grid Interconnector Holdings on another energy project with a consultation phase in around 18 months time. A booklet with further information is available at the office.

**136. Chairman's Reception – Friday 24 April 2020**

Councillors noted the date.

**137. Personnel Committee Date**

Councillors noted the date of 27 April 2020 at 2.15pm. Cllr Hawkins asked to be a member of the committee and on a proposal from Cllr Cooper, seconded by Cllr Levermore this was agreed.

**138. Haylings Pond - Permission for a Portaloo and Staging**

Councillors noted the report. It was proposed by Cllr Cooper, seconded by Cllr Ginger and agreed to grant permission for a portaloo as long as it is well managed by the Fishing Club. It was further proposed by Cllr Bailey, seconded by Cllr Levermore and agreed to pay the material costs of up to £400 for the new staging at the pond.

**139. Visit to Hinkley**

Councillors noted the quote for a minibus and driver. After a short discussion, it was proposed by Cllr Last, seconded by Cllr Boast and agreed to accept the quote and suggested week commencing either 17 February or 9 March as possible dates to go. The Clerk will liaise with the local council on a programme.

## 140. Finance and Personnel

a) Accounts for Payment

It was proposed by Cllr Cooper, seconded by Cllr Boast and agreed that accounts presented in the sum of £14,637.63 along with £29,921.63 paid since the last meeting, be approved for payment.

b) Accept Internal Auditors Mid-Term Report for 2019/20

Report previously circulated. It was proposed by Cllr Last, seconded by Cllr Cooper and agreed to accept the Internal Auditor's report and to accept all the recommendations. The Deputy Clerk advised that our GDPR compliance would be included in the Financial Risk Assessment as recommended in the report.

c) Setting the Precept for 2020/21

The Deputy Clerk asked that any requests for consideration for the precept be submitted to her by 11 December.

d) Parochial Charities Update

The Clerk updated members on the charities we hold to help people in hardship. The funds were held in a redundant account at Barclays and have now been transferred to our town council account and put in an earmarked reserve, approx. £8,000. The Clerk explained that all councillors are trustees but Cllr Cooper and Cllr Harle are the managing trustees along with the incumbent at St Margaret's to grant funds to those in need, referred mainly from the Citizens Advice.

## 141. Planning Matters

a) DC/19/4374/FUL – Two extensions at rear of dwelling, one with alterations to existing roof and addition of brick chimney at 3 Southfield Drive, Leiston

**RECOMMEND APPROVAL**

b) DC/19/4515/FUL – Extension and garden shelter at 43 Waterloo Avenue, Leiston

**RECOMMEND APPROVAL**

c) DC/19/4519/FUL – Conversion of redundant buildings to form a single family home and garden – further to approved scheme DC/18/4645/OUT at The Mill, 22 Carr Avenue, Leiston

**RECOMMEND APPROVAL**

d) The Clerk advised members that further information on the SPR Windfarm had been received and encouraged everyone to get involved and register as an interested party, the deadline being 27 January 2020.

## 142. County Matters

Cllr Harle queried if Stocks Fair were doing anymore to the footpath around their new fence line in Donkey Lane. Cllr Last commented that the temporary traffic lights at the White Horse keep failing and it would be better to co-ordinate road closures and diversions. This will be raised at the next Highways Committee.

**143. District Matters**

Cllr Ginger updated members that one of the abandoned cars in Long Row had been removed but one car still remains. Further investigation is ongoing regarding ownership of the land.

**144. Correspondence**

Funding Request from CAB

Councillors noted the funding request from the Citizens Advice towards running costs. It was proposed by Cllr Ginger, seconded by Cllr Woolf and agreed to grant £2,700.00.

Grass Cutting in Cemeteries

Councillors noted the letter from ESC regarding a new scheme to help support wildlife, whereby leaving the grasses in older sections to grow during the summer months. After some discussion Cllr Ginger proposed we do not support this venture and keep the status quo, seconded by Cllr Boast and agreed.

**145. Questions to the Chairman**

Cllr Bailey advised the SSG meeting had been rearranged to 9 January and he would be unable to attend. Cllr Levermore reminded councillors the 'Big Dig' was on Saturday at 10am to plant more bulbs, hedging plants and trees at the Community Orchard. Volunteers would be very welcome! Cllr Ginger queried the updated allotment regulations. The Deputy Clerk explained these had been reformatted and tidied up, not changed.

The meeting finished at 8.35pm.

Chair -----

Dated -----