

02 January 2024

Dear Sir/Madam

You are hereby summonsed to attend a Meeting of the **LEISTON-cum-SIZEWELL TOWN COUNCIL** to be held in the **LEISTON COMMUNITY CENTRE, King Georges Avenue, Leiston**, on **TUESDAY 09 January 2024 at 7.30pm**

Town Clerk

At 7.00pm – At the beginning of the meeting there will be reports from SZC, and from Darren Newman, Economic Regeneration Manager, East Suffolk Council who will give an update on the Leiston Masterplan, followed by reports from our County and District Councillors (if in attendance), and a public session for members of the public to address or make representations to the Council.

Please be seated by 7pm.

A G E N D A

1. Apologies
2. Declarations of Interest
3. Minutes of the Meeting held 05 December 2023
4. Minutes of the AGM held 16 May 2023 – Town Clerk
5. Chair's Communications
6. Assets Steering Groups
 - a) Community Centre and other Assets Steering Group – Notes of Meeting held 7 December – Deputy Town Clerk
 - b) Waterloo Centre paper – Town Clerk
 - c) 'Live Well Hub' Update – Town Clerk
7. Parks and Recreation Working Groups
 - a) Parks and Recreation Grounds Steering Group – Note Date of Next Meeting 23 January 2024, 3pm at Waterloo Centre
 - b) East Suffolk Services Contracts Meeting – Note Date of Next Meeting 14 February 2024, 2pm, TEAMS
8. Infrastructure Working Groups
 - a) Highways Working Group – Note Date of Next Meeting 16 January 2024, 3pm at Waterloo Centre
 - b) Energy Projects Working Group Note Date of Next Meeting to be confirmed
 - c) Deed of Covenant with SZC Co – Town Clerk
 - d) Respond to NDA Consultation [Nuclear Decommissioning Authority: Draft Business Plan 2024 to 2027 for consultation - GOV.UK \(www.gov.uk\)](#) - Cllr Corbett
 - e) Traffic and Transport Update - Cllr Levermore
 - f) Neighbourhood Plan Review Steering Group – Note Date of Next meeting 23 January 2024, 4.45pm, TEAMS
9. Outside Bodies
 - a) Leiston CLT – Cllr Boast
 - b) Leiston Place Board - Leiston Masterplan (Sizewell Road Properties), Notes of

meeting held 7 December – Town Clerk

- c) SZC Forum Meetings: Main Site Forum 16 January (provisional), and SZC Community Forum (29th March/Early April tbc) - Chair
- d) Leiston Film Theatre Support Club – Cllr Morsley
- e) Leiston Works Railway – Cllr Boast
- f) Fairtrade – Cllr Dix

10. Civic Matters/Events

- a) Chairs Reception – Agree Date 26th April - Chair
- b) Annual ‘Philip Harle’ Litter Pick – Cllr Last
- c) 3 January 2024 Internal Review of Committee and Working Groups – Town Clerk
- d) Leiston Town Council AGM – Proposed date tbc
- e) DDay 80 Update - Chair

11. Finance

- a) Finance Committee – Notes of Meeting 4 January 2024 3pm to be circulated – Cllr Levermore
- b) Fees and Charging Schedule preliminary review – RFO
- c) Accounts paid December 2023 (accounts sheet will be emailed) – RFO
- d) Set the Precept Budget for 2024/25 - RFO

12. Policies and Procedures

- a) Health and Safety Policy – Deputy Town Clerk
- b) Safeguarding (assets) Policy – Deputy Town Clerk
- c) CCTV Policy – Deputy Town Clerk
- d) Draft Lone Working Policy – DeputyTown Clerk

13. Planning Matters (Plans are available for viewing online at East Suffolk Council) (CTRL+left click on links below if left click alone does not work)

- a) Enforcement Matters Update – Town Clerk
- b) Healthy Environment Supplementary Planning
- c) Planning Applications

DC/23/4556/FUL [Creation of new Artificial Grass Pitch \(AGP\) and separate Muga pitch, installation of new 4.5m high ball stop fencing and entrance gates to AGP perimeter, installation of a new of new 2.0m high and 1.2m high pitch perimeter barrier and entrance gates within AGP enclosure, installation of new hard standing areas, installation of new floodlight system to both AGP and Muga pitches, installation of new maintenance equipment store located within AGP enclosure, installation of new hardstanding walkway between existing leisure centre/SGP grass pitch and Mug pitches. - Alde Valley High School Seaward Avenue Leiston Suffolk IP16 4BG](#)

DC/23/4592/FUL [To create a link room between the properties back door and the brick outbuilding which stands behind it 1 Common Farm Cottage The Common, Leiston Suffolk IP16 4UN](#)

DC/23/4721/FUL [First floor extension to side of dwelling The Manor The Common Leiston Suffolk IP16 4UL](#)

DC/23/4685/FUL [Installation of a concrete ramped access. Block up existing front door and form a new opening on the adjacent existing porch wall. 1 Farrow Close Leiston Suffolk IP16 4JF](#)



Leiston-cum-Sizewell Town Council

Helen Greengrass, Town Clerk

DC/23/4840/FUL

[Hybrid application seeking planning permission for the extension of the Wild Aldhurst car park from 5 to 20 spaces together with drainage and lighting provision. Works to construct a bird hide and a bird screen together with improvement to existing and creation of new footpaths together with landscaping. Outline planning permission for the construction of a visitor centre with external appearance the only reserved matter.](#)

14. County Matters
15. District Matters
16. Correspondence and Grant Applications
 - a) Headway Suffolk
17. Questions to Chair