



Preserving our Heritage. Protecting our Future.

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Minutes of the meeting of Full Trust held on 04/03/2025 in Council Chamber at Town Hall

Present: Colin Hill (Chair), Barry Darch, Joe Athorn, Richard Stubbings, Sam Hunt, Stevie Bubb, Chris Greenhill, Christine Wheeler and Krista Booker.

In Attendance: Paul Cunningham (Secretary), District Councillor Sarah Plummer, County Councillor Ash Lever

Apologies: Gillian Birrell, Nathalie Chidley, Philippa Drew, Jeff Harris, Peter Shannon, Daniel Smith

Absent: Tarek Lahin

Members of public: None.

1 - To receive apologies for absence

Received from Cllrs Smith, Birrell, Chidley, Drew, Harris and Shannon.

What?	By Whom?	By When?
There are no actions for this item.		

2 - To receive declarations of pecuniary and non-pecuniary interests in items on the agenda

There were none.

What?	By Whom?	By When?
There are no actions for this item.		

3 - To approve the minutes of the Beccles Fenland Charity Trust meeting held on Tuesday 4th February

Motion to approve minutes proposed by Cllr Greenhill.

Seconded by: Cllr Darch

Councillors voted unanimously in favour and it was therefore

RESOLVED To accept for accuracy and adoption the minutes of the meeting held on Tuesday 4th February 2025.

What?	By Whom?	By When?
There are no actions for this item.		

4 - Matters arising from these minutes

There were none.

What?	By Whom?	By When?
There are no actions for this item.		

5 - To receive the Responsible Financial Officer's Report and agree the payment schedules for February

Motion to approve: Cllr Hill

Seconded by: Cllr Athorn

Councillors voted in favour and it was therefore

RESOLVED To receive the RFO's report and to agree the payment schedules for February 2025.

What?	By Whom?	By When?
There are no actions for this item.		

6 - Draft minutes of the Assets and Estates Committee meeting held on Wednesday 19th February 2025

Motion to receive draft minutes proposed by Cllr Stubbings.

Seconded by Cllr Bubb.

Councillors voted in favour and it was therefore

RESOLVED To receive for information the draft minutes of the above meeting.

To consider the following recommendations from this meeting:

i To accept the quote from Excite Solutions for maintenance of the Marsh Trail

Motion to accept the quote: Cllr Stubbings

Seconded by: Cllr Athorn

Councillors voted in favour and it was therefore

RESOLVED To accept the quote from Excite Solutions for maintenance of the Marsh Trail.

ii To accept the estimate from ESS for the cleaning contract at Beccles Quay toilets

Cllr Stubbings noted that the statement was for 10% more than the current provider but that the estimate also covers all supplies, which are not included in the current

contract.

Motion to accept the estimate: Cllr Stubbings

Seconded by: Cllr Greenhill

Councillors voted in favour and it was therefore

RESOLVED To accept the estimate from ESS for the cleaning contract at Beccles Quay toilets.

iii To accept the Golf Course map and wording for Beccles Common

Motion to accept the map and wording for sign: Cllr Stubbings

Seconded by: Cllr Athorn

Councillors voted in favour and it was therefore

RESOLVED To accept the Golf Course map and wording for Beccles Common.

iv To accept the quote from Contractor 1 for recycling services at Beccles Quay

Motion to accept the quote: Cllr Stubbings

Seconded by: Cllr Darch

Councillors voted in favour and it was therefore

RESOLVED To accept the quote from Contractor 1 for recycling services at Beccles Quay.

What?	By Whom?	By When?
Accept the quote from Excite Solutions for maintenance of the Marsh Trail	Candi Turner	31/03/2025
Accept the estimate from ESS for the cleaning contract at Beccles Quay toilets	Candi Turner	31/03/2025
Accept the Golf Course map and wording for Beccles Common	Candi Turner	31/03/2025
Accept the quote from Contractor 1 for recycling services at Beccles Quay	Candi Turner	31/03/2025

7 - Draft minutes of the Finance and Governance Committee meeting held on Monday 24th February 2025

Motion to receive draft minutes proposed by Cllr Stubbings.

Seconded by Cllr Athorn.

Councillors voted in favour and it was therefore

RESOLVED To receive for information the draft minutes of the above meeting.

To consider the following recommendations from this meeting:

i not to change the three Land Registry documents

Motion to not change the documents: Cllr Stubbings

Seconded by: Cllr Athorn

Councillors voted in favour and it was therefore

RESOLVED To not change the three Land Registry documents.

ii leave the daily mooring fees unchanged for 2025-26.

Cllr Wheeler argued that the charges should be increased. She proposed an amendment to review the charges when the electricity is installed to the north bank or in six months, whichever is sooner. This was seconded by Cllr Stubbings. Councillors voted in favour.

Motion to leave the daily mooring fees unchanged for 2025-26 but to review this when the electricity is installed to the north bank or in six months: Cllr Stubbings.

Seconded by: Cllr Hunt

Councillors voted in favour and it was therefore

RESOLVED To leave the daily mooring fees unchanged for 2025-26 but to review this when the electricity is installed to the north bank or in six months, whichever is sooner.

What?	By Whom?	By When?
Review daily mooring fees	Paul Cunningham	24/09/2025

8 - Draft minutes of the Personnel Committee meeting held on Wednesday 5th February 2025

Motion to receive draft minutes proposed by Cllr Darch.

Seconded by Cllr Hill.

Councillors voted in favour and it was therefore

RESOLVED To receive for information the draft minutes of the above meeting.

What?	By Whom?	By When?
There are no actions for this item.		

9 - To confirm the date of the next meeting as Tuesday 1st April 2025 at 7pm

The meeting date was confirmed.

What?	By Whom?	By When?
There are no actions for this item.		

10 - To consider confidential items

What?	By Whom?	By When?
There are no actions for this item.		

11 - Draft confidential minutes of the Finance&Governance Committee meeting held on Monday 24th February

Motion to receive draft confidential minutes proposed by Cllr Stubbings.

Seconded by Cllr Darch.

Councillors voted in favour and it was therefore

RESOLVEDTo receive for information the draft confidential minutes of the above meeting.

To consider the following recommendation from this meeting:

To agree the lease with Marsh Trail Lakes.

Motion to agree the lease: Cllr Stubbings

Seconded by: Cllr Athorn

Councillors voted in favour and it was therefore

RESOLVEDTo agree the lease with Marsh Trail Lakes.

What?	By Whom?	By When?
There are no actions for this item.		

12 - Draft confidential minutes of the Personnel Committee meeting held on Wednesday 5th February 2025

Motion to receive draft confidential minutes proposed by Cllr Darch.

Seconded by Cllr Hill.

Councillors voted in favour and it was therefore

RESOLVEDTo receive for information the draft confidential minutes of the above meeting.

To consider the following recommendations from this meeting:

i To agree a 3% cost of living pay rise for trust staff wef 1.4.25

Motion to agree the 3% pay rise proposed by Cllr Darch

Seconded by Cllr Stubbings

Councillors voted in favour and it was therefore

RESOLVEDTo agree a 3% cost of living pay rise for trust staff wef 1.4.25

ii To reduce Harbour Master hours in October from nine hours per day to six hours per day.

Motion to reduce Harbour Master hours as above proposed by Cllr Darch

Seconded by Cllr Athorn

Councillors voted in favour and it was therefore

RESOLVEDTo reduce Harbour Master hours in October from nine hours per day to six hours per day.

What?	By Whom?	By When?
There are no actions for this item.		

13 - To give Secretary delegated authority to recruit a relief Harbour Master to cover for Steve Clarke

Motion to give delegated authority to Secretary to recruit a temporary harbour master proposed by Cllr Darch.

Seconded by Cllr Hill.

Councillors voted in favour and it was therefore

RESOLVEDTo give Secretary delegated authority to recruit a relief Harbour Master to cover for Steve Clarke

What?	By Whom?	By When?
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