



Preserving our Heritage. Protecting our Future.

Town Hall,
The Walk,
Beccles,
NR34 9AJ

Tel: 01502 712109

admin@becclestowncouncil.gov.uk

Minutes of the meeting of Beccles Fenland Charity Trust held on 01/04/2025 in Council Chamber at Town Hall

Present: Colin Hill (Chair), Joe Athorn, Krista Booker, Stevie Bubb,

In Attendance: Paul Cunningham, Secretary

Apologies: Gillian Birrell, Jeff Harris, Tarek Lahin, Christine Wheeler

Absent: None.

Members of public: No members of the public.

1 - To receive apologies for absence

Received from Cllrs Birrell, Lahin, Harris and Wheeler.

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 March 2025

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 March 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 March

Cllr Stubbings asked about the £12485 spend on marsh trail signs and posts. Secretary reported that this project had been c85% funded by a grant from DEFRA via the Broads Authority as part of 'Farming in Protected Landscapes' scheme.

Motion to approve: Cllr Greenhill

Seconded by: Cllr Smith

Councillors voted in favour and it was therefore

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

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

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

Motion to receive draft minutes proposed by Cllr Stubbings.

Seconded by Cllr Chidley.

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 adopt the Ranger's Tree Maintenance Plan for Beccles Common

Motion to accept the plan: Cllr Stubbings

Seconded by: Cllr Chidley

Councillors voted in favour and it was therefore

RESOLVED To adopt the Ranger's Tree Maintenance Plan for Beccles Common.

ii To accept the quote for the structural work at Island Cottage with the understanding that it will exceed the budget for the new financial year 2025/26

Motion to accept the quote: Cllr Stubbings

Seconded by: Cllr Shannon

Councillors voted in favour and it was therefore

RESOLVED To accept the quote for the structural work at Island Cottage with the understanding that it will exceed the budget for the new financial year 2025/26.

iii To accept the agreement from ESDC to manage parking enforcement for the disabled parking bays by the Quay Café on Fen Lane

Motion to accept the agreement: Cllr Stubbings

Seconded by: Cllr Chidley

Councillors voted in favour and it was therefore

RESOLVED To accept the agreement from ESDC to manage parking enforcement for the disabled parking bays by the Quay Café on Fen Lane.

iv To accept the quote from Waveney Surfacing to conduct repair work to Beccles Quay car park

Motion to accept the quote: Cllr Stubbings

Seconded by: Cllr Chidley

Councillors voted in favour and it was therefore

RESOLVED To accept the quote from Waveney Surfacing to conduct repair work to Beccles Quay car park.

What?	By Whom?	By When?
-------	----------	----------

7 - Draft minutes of the Development, Commerce and Strategic Planning Committee meeting

Motion to receive draft minutes proposed by Cllr Smith.

Seconded by Cllr Chidley.

Councillors voted in favour and it was therefore

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

To consider the following recommendation from this meeting:

To investigate the feasibility of a project to create a visitor centre to replace the existing toilet block, cafe building and Harbour Master's office.

Cllr Stubbings commented that any such project would take several years and that the toilet block needed to be repaired now. He suggested that any visitor centre should be located on the north side of the quay, in order to reduce the flood risk and therefore opposition to the scheme from Broads Authority.

Cllr Smith proposed that the recommendation to investigate the feasibility of a project to create a visitor centre to replace the existing toilet block, cafe building and Harbour Master's office be approved and taken forward by DCSP Committee and that Assets Committee be asked to take forward renovation of the existing toilet block as a separate project.

Seconded by: Cllr Chidley

Councillors voted in favour and it was therefore

RESOLVED to ask DCSP Committee to investigate the feasibility of a project to create a visitor centre to replace the existing toilet block, cafe building and Harbour Master's office and to ask Assets Committee to take forward renovation of the existing toilet block as a separate project.

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

8 - To approve the minutes of the committee meeting held on Monday 24th March 2025 (attached)

Motion to receive draft minutes proposed by Cllr Stubbings.

Seconded by Cllr Chidley.

Councillors voted in favour and it was therefore

RESOLVED To receive for information the draft minutes of the above meeting of the Finance & Governance Committee.

To consider the following recommendation from this meeting:

To amend the Trust by-laws with the three amendments below:

Item 2.5: replace 'To create such advisory committees as the Trustee thinks fit' with 'To create such committees as the Trustee thinks fit'.

Item 4.2: replace "If the Mayor is not in attendance the councillors present shall elect a chairman from those present" to "If the Mayor is not present, the Deputy Mayor shall chair the meeting. If neither the Mayor nor the Deputy Mayor are in attendance the councillors present shall elect a chair from those present".

Item 5: Quorum: replace "No meeting can be held unless 50% of the councillors are present" with "No meeting of the Full Trust can be held unless a minimum of six councillors are present. No committee meeting can be held without a minimum of three councillors being present".

Cllr Stubbings proposed that these amendments be approved, subject to the wording of Item 5 being amended to match that within the Town Council's Standing Orders regarding quoracy of committee meetings.

Seconded by: Cllr Smith

All 12 councillors present voted in favour and it was therefore

RESOLVED To amend the Trust by-laws with the three changes above, subject to the wording of Item 5 being amended to match that within the Town Council's Standing Orders regarding quoracy of committee meetings.

What?	By Whom?	By When?
Submit revised by-laws to Privy Council Office and then Charity Commission	Paul Cunningham	02/05/2025

9 - To discuss fishing in the Gas Dyke

Chair noted the common law rights to fish on a tidal river that had been identified by Secretary in advance of the meeting. Chair therefore noted that the Trust has no power to implement a ban.

Cllr Athorn suggested contacting the Health & Safety Executive for advice on what remedial actions they would consider acceptable following the recent RIDDOR reportable incident where a fisherman fell into the dyke.

Cllr Darch proposed that Cllr Athorn's suggestion be accepted and that the Trust should write to fishing groups using the dyke to ask them to take the utmost care, both with the potential slip risk of the bank and also with the risk of their equipment causing a hazard to other users of the dyke.

Seconded by: Cllr Athorn.

Councillors voted in favour and it was therefore

RESOLVED To contact the Health & Safety Executive for advice on what remedial actions they would consider acceptable following the recent RIDDOR reportable incident where a fisherman fell into the dyke and to write to fishing groups using the dyke to ask them to take the utmost care, both with the potential slip risk of the bank and also with the risk of their equipment causing a hazard to other users of the dyke.

What?	By Whom?	By When?
Contact HSE regarding recent RIDDOR incident at Gas Dyke	Candi Turner	02/05/2025
Write to fishing groups using the dyke	Paul Cunningham	02/05/2025

10 - To agree the date of the next meeting as Tuesday 6th May 2025 after the town council meeting.

Date of the next meeting was confirmed as Tuesday 6th May after the town council meeting.

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

11 - Any other Fenland Trust business

Cllr Stubbings noted that some costs had been obtained for the electrification of the north bank of the Quay. The nine mooring posts would cost around £6500. He noted that the ducting for the cables is already in place on northern side, which will reduce the cost of the project. He suggested that the total costs of the project may be around £20,000.

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

12 - To consider confidential items

Members of the public were asked to leave the meeting at this point.

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