

To Members of the Climate and Ecological Emergency Committee

Cllr. David Adelson
Cllr. Doreen Pegg

Cllr. Ellie Beck
Cllr. Nigel Phipps

Cllr. Eamonn O’Nolan
Cllr. Martin Wilks

You are hereby summoned to **attend the meeting of the Climate and Ecological Emergency Committee** to be held at the **Shire Hall** on **Wednesday 7th October 2026 at 5.30pm**



Belinda Lloyd
Deputy Town Clerk
2nd October 2026

Public Attendance

Members of the public and press are welcome to attend. The public will be invited to give their views/question the Town Council on issues on the agenda or raise issues for consideration of inclusion at future meetings. This item will be limited to fifteen minutes duration.

The Town Council, members of the public and press may record/ film or broadcast this meeting when the press and public are not lawfully excluded. Any member of the public who attends this meeting is advised that the Town Council cannot control 3rd party recording.

Woodbridge Town Council vision statement

The Council will strive to ensure Woodbridge is a safe, harmonious, and thriving town where all residents and the wider community feel welcome.

We will work to make Woodbridge a place where all generations can participate in a vibrant, inclusive society that is environmentally resilient.

Agenda

1. Apologies



WOODBIDGE TOWN COUNCIL

Town Clerk: Mr G E Diaper

Shire Hall, Market Hill, Woodbridge, Suffolk IP12 4LP

Telephone: 01394 383599 | Email: townclerk@woodbridge-suffolk.gov.uk | Website: woodbridge-suffolk.gov.uk

2. Declarations of Member Interests.

To receive any declarations of interest in respect of items on this agenda.

3. Requests for dispensations.

To consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest, other registerable or non-registerable interest.

4. Public question time

For the public to ask questions of the Council or raise issues for consideration at a future meeting of the Council. Fifteen minutes maximum – three minutes per person.

5. To agree and approve the [minutes](#) of the meeting held 2nd September 2026.

6. To appoint Non-Council Members to the Committee.

7. To consider the financial position of the Committee(5250), Estate Resilience EMR (411) and any committed expenditure.

8. To prioritise the ongoing projects of the committee.

9. To receive an update from Cllr. Eamonn O’Nolan regarding the Great British Energy announcement.

10. To consider the proposed contract between WTC and the Bee Café CIC.

11. To consider the tree works required at Fen Meadow and the play area.

12. To discuss topics for the Climate Ecological Emergency Committee Free Ad article.

13. Closure.

Item 6

To appoint Non-Council Members to the Committee.

The Town Council's Terms of Reference state that 'The Climate and Ecological Emergency Committee will additionally include up to six co-opted non-Councillor committee members'.

Section 102 (3) of the Local Government Act (1972) provides that a local council can appoint persons who are not its members to committees and sub-committees:

'other than a committee for regulating and controlling the finance of the local authority or of their area, may include persons who are not members of the appointing authority or authorities or, in the case of a sub-committee, the authority or authorities of whom they are a sub-committee'

Behaviour at meetings

Non-Council members are required to comply with the Council's Standing Orders and are subject the Council's Code of Conduct.

Voting rights

By virtue of s.13(1) and (7) of the Local Government and Housing Act 1989 ('the 1989 Act'), non-councillor members of committees and sub-committees do not have voting rights.

However, regulation 3 of The Parish and Community Councils (Committees) Regulations 1990 (SI 1990/2476) confirms that non-councillor members of committees and subcommittees have voting rights in respect of:

- the management of land owned or occupied by the council;
 - the functions of the council as a harbour authority (as defined in s. 57(1) of the Harbours Act 1964);
 - any function under s. 144 of the 1972 Act relating to the promotion of tourism;
- and
- any function under s. 145 of the 1972 Act relating to the management of a festival.

The term "management" does not include making decisions about the total amount of money which may be spent by the council in a financial year in respect of land or a festival.

The Council has taken the position that Non-Council members may vote on items which do not have a financial impact upon the Council and it's budget, and therefore cannot vote on

items which do require a financial decision to be made. It is proposed that this position is retained.

Non-Council appointments

At the end of the last Civic Term, the following individuals comprised the list of appointed Non-Council Members:

Rob Berry

Jane Healey

Jan Pulsford

Oscar Brennecke-Dunn

The remaining Non-Council members from last year have been asked to indicate by return to the Deputy Town Clerk if they wish to be considered for appointment to the Committee – responses will be uploaded in due course.

Oscar Brennecke-Dunn was appointed at the meeting on 3rd June 2026.

Appointment as a Non-Council member is for the duration of the current Civic Term (until May 2028); Non-Council members may resign at any time by emailing the Town Clerk. The elected members can vote to remove a Non-Council member at any time.

The elected members of the Committee are required to vote on the appointment of Non-Council members to the Climate and Ecological Emergency Committee.

Item 7

To note the Climate and Ecological Emergency Committee Budget for 2026/27 and the committed agreed expenditure.

02/10/2026	Woodbridge Town Council Current Year					Page 1
14:50	Nominal Ledger Report by ACCOUNT					User :B.LLOYD
A/c Code	5250	Climate Emergency Cttee Exp			Annual Budget	10,000
Centre	190	Committee Expenditure			Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	02/04/2026	TOOL01	Purchase Ledger	KF Irrigation Prjct Hose	80.72	
2	03/05/2026	CASH	Cashbook	KF Irrigation Project Supplies	19.13	
2	28/05/2026	NELS01	Purchase Ledger	Bee Cafe Project Timber	202.31	
4	30/06/2026	KATE01	Purchase Ledger	Pereennial Plant Pack Scheme	635.42	
4	31/07/2026	SUTT02	Purchase Ledger	Pots- Warwick Avenue Project	983.17	
5	27/08/2026	SWAN01	Purchase Ledger	Warwick Av Project Supplies	75.01	
6	12/08/2026	NOTT2	Purchase Ledger	Warwick Avenue Prjct Plants	51.63	
6	17/08/2026	NOTT2	Purchase Ledger	Warwick Avenue Prjct Plants	19.97	
6	02/09/2026	KATE01	Purchase Ledger	Perennial Plant Pack Scheme	354.17	
6	06/09/2026	BEEC01	Purchase Ledger	Verge Wildflower Planting	500.00	
Account Climate Emergency Cttee Exp					Account Totals	2,921.53
Centre Committee Expenditure					Net Balance Month 7	2,921.53

02/10/2026	Woodbridge Town Council Current Year				Page 1
13:32	Earmarked Reserves				
	Account	Opening Balance	Income	Expenditure	Closing Balance
315	Future Years Maintenance Res.	27,415.97	0.00	3,125.00	24,290.97
325	EMR Amenity Projects	8,000.00	0.00	0.00	8,000.00
335	EMR Elections	5,000.40	0.00	0.00	5,000.40
340	EMR SH Building Mainenance	78,794.15	2,938.00	71,947.40	9,784.75
341	EMR Shire Hall Development	37,102.71	0.00	0.00	37,102.71
342	EMR Shire Hall Project	215,642.00	0.00	0.00	215,642.00
350	EMR Community Hall	4,165.00	0.00	2,750.00	1,415.00
355	EMR Changing Places CIL	72,600.00	0.00	25,000.00	47,600.00
356	EMR Changing Places WTC	0.00	25,000.00	0.00	25,000.00
377	EMR CIL 2026-27	0.00	5,707.66	1,445.00	4,262.66
385	EMR Tide Mill	7,500.00	7,500.00	0.00	15,000.00
407	EMR Play area equipment	82,891.69	0.00	0.00	82,891.69
408	EMR Greater Whisstocks	9,805.00	3,000.00	0.00	12,805.00
410	EMR ESC Grant funding	367.83	0.00	0.00	367.83
411	EMR Estate Resilience	23,000.00	0.00	0.00	23,000.00
412	EMR Local Govt. Reorganisation	20,000.00	0.00	0.00	20,000.00
		592,284.75	44,145.66	104,267.40	532,163.01

06/10/2026		Woodbridge Town Council Current Year			Page 1	
11:56		Nominal Ledger Report by ACCOUNT			User :B.LLOYD	
A/c Code	4135	Projects			Annual Budget	5,000
Centre	140	Other Amenity Areas			Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	01/04/2026	598	Journal	EP Wildflowers (FLORA01)		2,529.84
1	02/04/2026	FLORA01	Purchase Ledger	EP Supply/Deliver Wildflowers	2,503.84	
1	13/04/2026	PGHO01	Purchase Ledger	Irrigation Equipment	474.60	
1	14/04/2026	ECOW01	Purchase Ledger	Solar Panel Off Grid Kits	174.17	
1	24/04/2026	BARU01	Purchase Ledger	KF Irrigation/Bowser Irr Prjct	266.63	
1	27/04/2026	NELS01	Purchase Ledger	KF Irrigation Supplies	23.96	
2	01/05/2026	ERNE01	Purchase Ledger	Mobile Water Bowser/Fitments	565.76	
2	20/05/2026	ECOW01	Purchase Ledger	Irrigation Prjct Battery Chrg	70.83	
Account Projects					Account Totals	4,079.79
Centre Other Amenity Areas					Net Balance Month 8	1,549.95

Budget	Annual Budget	Already spent	Committed	Balance
Committee (5250)	£10,000	£2921.53	£1000 (Tree Giveaway)	£6078.47
Estate Resilience (EMR 411)	£25,000	£2,000		£23,000.00
Projects (4135/140) other Amenity areas	£5000	£1549.95		£3450.05

Members are asked to note the Climate and Ecological Emergency Committee Budget for 2026/27 and the committed agreed expenditure.

Item 8

To prioritise the ongoing projects of the committee.

Members are asked to review and prioritise the following ongoing projects of the Committee:

Tree Giveaway

- A budget of £1,000 has been committed from the in-year budget. The project is intended to be delivered in January 2027.

Bowls Club Borehole and Rainwater Harvesting / Warwick Avenue IBC Tank

- Funding is being sought through the Thriving Places Fund for the installation of a borehole, IBC tanks and rainwater harvesting from the Bowls Club roof, together with an IBC tank at Warwick Avenue.
- The total estimated project cost is £25,000.
- If the funding application is successful, the Town Council's match-funding contribution would be £7,500, which could be funded from the Estate Resilience EMR 411.
- Should the application be unsuccessful, the Committee could consider recommending that the £23,000 is funded from Estate Resilience Budget (EMR 411) and £2,000 from the committee budget (5250) or Projects – Other Amenities Budget (4135/140)

Tree Works at Fen Meadow

- Estimated costs of up to £10,000.

Solar Panels – Kingston Pavilion

- Quote without battery: £15,647.31 + VAT
- Quote with battery: £18,420.09 + VAT

Solar Panels – Longshed

- Quote without battery: £14,848.11 + VAT
- Quote with battery: £20,143.67 + VAT

Shade Sails – Kingston Field

- Quotes had not been received at the time of preparing this report.

Drainage Issues Around the Town

- A quote had not been received at the time of preparing this report.

Members are asked to prioritise the ongoing projects of the committee.

Item 9

To receive an update from Cllr. Eamonn O’Nolan regarding the Great British Energy announcement.

To receive a verbal update by Cllr. Eamonn O’Nolan

Item 10

To consider the proposed contract between WTC and the Bee Café CIC.

The proposed contract sent from Paul Martin is uploaded to SharePoint along with the email exchange with the Estates Manager, asking him to consider the commitment to the Council.

Members are asked to consider the proposed contract between WTC and the Bee Café CIC.

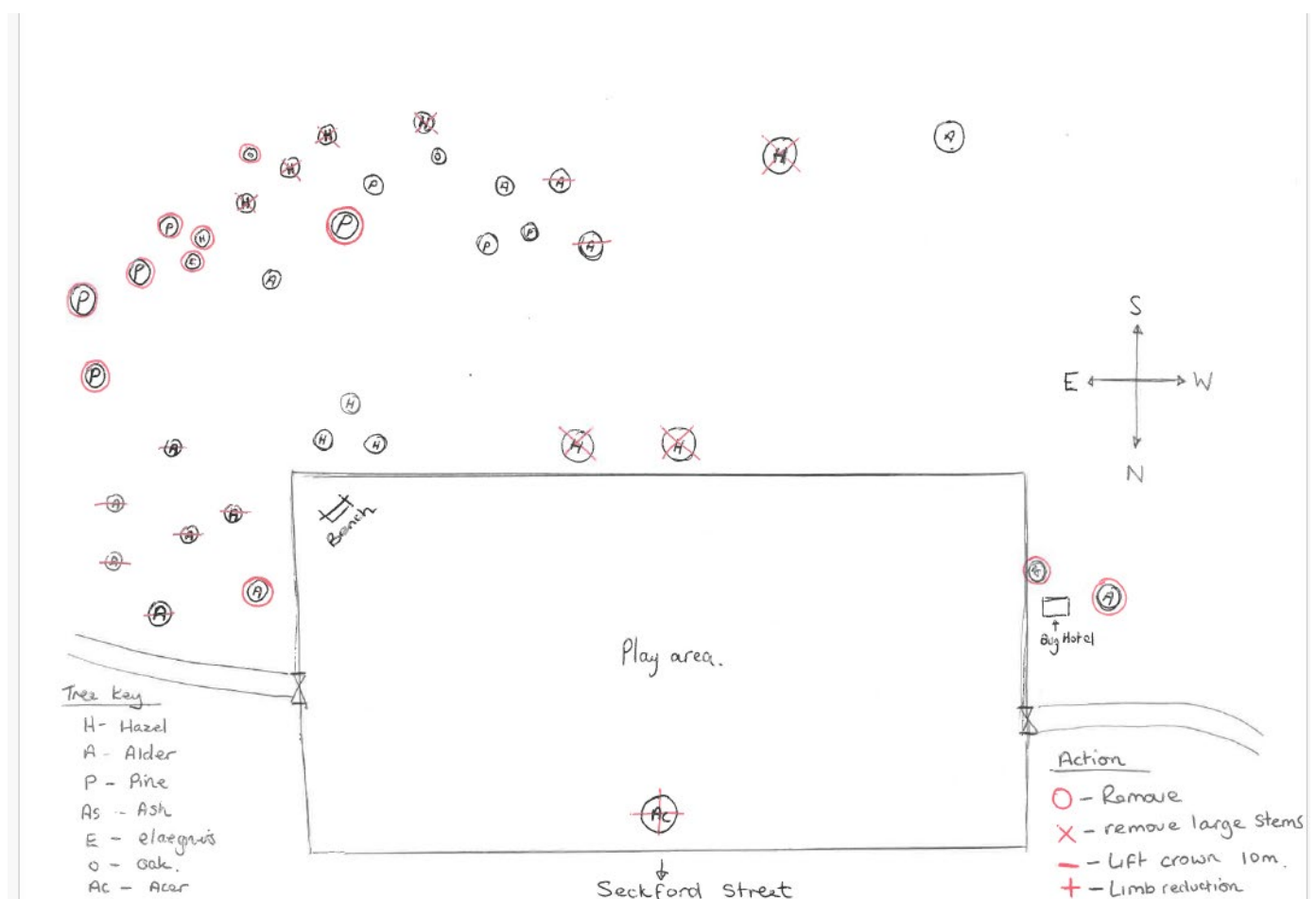
Item 11

To consider the tree works required at Fen Meadow and the play area.

Following previous direction from the Committee, the Estates Team have met with East Suffolk Council's (ESC) Tree Officer to discuss the tree's surrounding the play area in Fen Meadow.

The following plan has been created to show the required works to the trees in the area. Planning permission is being sort for the work.

Initial investigation with Seth, ESC's preferred contractor, shows that the tree works and scrubbing of the undergrowth could cost up to £10,000.



Further work is required to establish three quotes for this work.

To consider the tree works required at Fen Meadow and the play area.

Item 12

To discuss topics for the Climate Ecological Emergency Committee Free Ad article.

Item 13

Closure.