



East Suffolk Lines Community Rail Partnership

Ipswich - Lowestoft & Ipswich - Felixstowe

East Suffolk Lines Community Rail Partnership

BOARD MEETING MINUTES

Date:	Thursday 29 March 2018
Place:	Wickham Market Station House, Campsea Ashe, Suffolk, IP13 0PT
Times:	14.00 – 16.00
Present:	Aaron Taffera – AT Chair of Board & Chair, Line Group South Carolyn Barnes – CB Suffolk Coastal & Waveney District Councils Graham Elliott – GE Chair, Line Group North Paul Haynes – PH Greater Anglia Andrew Gee – AG Suffolk County Council Martin Halliday - MH ESLCRP Officer Graham Newman – GN Chair, Line Group East Paul Webster – PW Operations Manager South, ACoRP (Association of Community Rail Partnerships)

Item No.	Approx Time	Item Description	Lead person
1.		Welcome and Introductions. Receipt of apologies. Apologies received from Paul Oxley, Michael Newsham and Tracey Vobe – Andrew Gee represented SCC on behalf of TV.	AT
2.		Declarations of Interest: GN Chair of Felixstowe Travel Watch & County Councillor. GE Waveney District Councillor. MH Director of Station Regeneration East Community Interest Company (set up to assume lease at Lowestoft Station).	AT
3.		Approval of notes from last meeting: Format of notes amended to more closely align with agenda, MH to replace title 'Agenda' with 'Minutes'.	AT
4.		Matters Arising: MH had received communication from Peter Aldous MP regarding possible funding for a Network Rail report into line capacity and speeds on the Lowestoft-Ipswich route. Peter was approaching various partners with regard to the report content, a lead organisation to commission the report and potential funding of the prospective 11-14k cost. It was agreed in principle to reply that the CRP, subject to full board approval, may be able to support with a contribution of up to 1k but the CRP would not seek to lead on or commission the report. MH to respond to PA. GE asked MH to forward the correspondence in case he can pursue funds.	MH

5.		<p>Financial Update:</p> <p>Papers had been forwarded prior to the meeting, AT advised a 5K difference relating to salaries was due to the payroll provider seeking three month advanced payments. This has enabled late payment issues to be resolved.</p>	
6.		<p>Chair update:</p> <p>AT had forwarded this prior to the meeting.</p>	AT
7.		<p>ESLCRP Officer update:</p> <p>MH Gave an update and would circulate his report via email.</p>	MH
8.		<p>TOC Update:</p> <p>PH is now receiving footfall figures monthly and despite issues with recent snow, growth is still positive.</p> <p>GA has launched a community space initiative aimed at finding use for redundant buildings or space within large stations / concourses for a variety of community use from one day pop up events to more longer term activity.</p> <p>GA are hosting a Community Rail Conference at Portman Rd, Ipswich on April 24, board members welcome, RSVP to PH.</p>	PH

9.	<p>Action Plan:</p> <p>NB: Several regular topics are now included within this section, an updated plan was circulated prior to the meeting.</p> <p>AP Items discussed further:</p> <p>Lowestoft Central Project: Community Interest Company formed and officially registered, south car park complete, NR land secured, heritage painting scheme commenced, Landlords Consent form submitted along with draft heads of terms. Awaiting GA on lease, works to concourse doors commissioned, external lighting upgrade and design agreed.</p> <p>Felixstowe Station: Welcome sign manufactured and to be delivered to GA in Ipswich for installation at Felixstowe ASAP. Planters under investigation. Request for plastic stickers with Double Arrow symbol to be supplied, A4 Landscape size for CO OP obelisk. MH to forward photograph of sign for PH to chase.</p> <p>Beccles Shelter & Wickham Market improvements: Groundworks have commenced at Beccles with groundworks at WM for the cycle shelter complete. WM wall to be re-rendered and painted, permission being sought from SCC to remove leylandii trees. Fence to be installed once trees removed. Beccles planters and/or rose garden re-installment within bank to take place once shelter installed and space available known. Drainage issues at Beccles will be solved and reconfiguration of fencing to allow adopter access to clear rubbish and vegetation undertaken as part of the overall scheme. New Passenger Shelter for Beccles manufactured and awaiting install, cycle shelter on order to be installed after wall re-rendered.</p> <p>GA have kindly agreed to paint their existing assets at WM in a complementary heritage colour scheme.</p> <p>Melton: Drainage Issues still under investigation following historic collapse. Garden Planting Project completed in February. Awaiting location of TVM. Connecting footpath from main road to station will hinge upon the final location of the pelican crossing which is yet to be determined.</p> <p>Car Parks: CB had very positive meeting with GA. Results of SCC survey at Saxmundham awaited. AG to chase.</p> <p>Line Guide & Map Poster scheme: GA contractor has commenced installing additional boards. Revised format for poster guide (removing walk references and adding Leiston-Aldeburgh & Halesworth-Bungay bus routes & and updating text at WM) commissioned. CRP info poster background commissioned. MH in contact with Mid Suffolk Light Railway regarding promotional support.</p> <p>Rover Ticket: Discussions have taken place with GA but this has proven difficult to progress. MH & PH working on alternative ticketing opportunities with GA marketing team.</p> <p>Folk East Bus:</p>	<p>MH</p> <p>AG</p> <p>MH /PH</p>
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10.		<p>Beccles Station Forecourt Update:</p> <p>PH advised that negotiations to solve issues relating to unauthorised development on Beccles Station Car Park had stalled and further discussions within NR & GA taking place. GE was concerned that the project was in jeopardy and offered support from himself and his colleagues within the town.</p> <p>Concern was raised at ongoing access issues and that non rail users continue parking at the site. Vehicles were at times restricting the exit from the station platforms and access to the ticket machine. Could some bollards and hatching be installed to help eliviate the problem? PH to investigate.</p>	PH
11.		<p>Saxmundham Station Fire Update:</p> <p>Saxmundham Station building was seriously damaged by fire resulting in the roof and first floor including several chimney stacks being demolished on safety grounds.</p> <p>PH confirmed that no decision regarding the station future has been taken however as a matter of procedure retrospective planning permission is being sought for the demolition works carried out so far on the grounds of safety.</p> <p>The Art Station Group who had a short term lease has been advised that their lease has been terminated (as of 31/3/18) due to the premises no longer being useable.</p>	
12.		<p>Line Group Updates:</p> <p>North – GE advised that a Toucan Crossing will be installed near to Beccles Station early summer improving safety. The heritage running in board at Beccles was complete but the delay in installation becoming frustrating. Beccles Town Council has offered to pay for additional planters to add to the two previously donated.</p> <p>South: AT circulated update prior to the meeting.</p> <p>East: GE concerned that PR from NR relating to dualling works on the Felixstowe Line incorrectly suggested every weekend would see rail replacement. PH to ask GA PR team to speak with NR communications to rectify the issue.</p> <p>GE to forward photographs of derelict hoarding at Trimley to PH. MH CB & AT had met with the team behind efforts to redevelop Trimley Station building, a visit to view progress at Beccles, Wickham Market and Lowestoft is planned.</p>	PH GE
13.		<p>Line Closures During Inclement Weather:</p> <p>Both East Suffolk Routes had been closed by NR during recent snow despite the lines not being blocked or suffering from additional snowfall, not even an emergency service was run. (Freight movements to Felixstowe did run). MH and AT had discussed the situation with GA who advised that Network Rail has a route strategy which effectively allows what it classes as rural routes to be abandoned. Jonathan Denby had asked MH, AT and representatives from the Bittern & Wherry Lines for feedback relating to the situation and he would respond to Network Rail. AT would also respond to NR direct.</p>	ALL

14.		Network Rail Update: JCB unable to attend - apologies received post meeting.	JCB
15.		Any other urgent business:	All
16.		Date and locations of future 2018 meetings: Next meeting in Ipswich.	All
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