



DEBEN ESTUARY PARTNERSHIP

Minutes of DEP Steering Group Meeting 21Sep23 East Suffolk Council, Melton Offices

1. Welcome and Introductions

TY welcomed everyone and asked them to introduce themselves. TY outlined the considerable amount of work done since the last meeting in June, including the new website, logo, newsletter and proposed structure for the revised Estuary Plan.

2. Who's who

Steering Group Voting Members Attending Y/N Apologies or Proxy

Trustee/Peter Youngs (PY)	Y	SWT/Delegate	N
Trustee/Simon Read (SR)	Y	East Bank-Alderton PC/Jeff Hayward (JH)	A
Deben Yacht Club/Thomas Yeung (TY)	Y	MeltonPC/ Mark Packard (MP)	N
River Deben Assoc/Colin Nicholson (CN)	Y	Martlesham PC/ Jane Hall (JH) Representing Woodbridge/Melton/ & Martlesham	Y
Co-Opted/University College London Helene Burningham (HB)	P	Woodbridge TC elected rep/None	N
Co-opted/Andy Smith (AS)	Y	West Bank-Waldringfield PC/ Sue Quick (SQ)	Y
AONB/Bev McClean (BM)	N	Felixstowe Ferry Residents/ Jamie Whittle (JW)	P
Landowner-Agric/Colin Loyd CL)	P	Business Dredging/Ben Grundy (BG)	Y
Landowner-Nature NT/Matt Wilson (MW)	P	Young people's rep	tba
Landowner-Business -PGL/Colin Hind (CH) <i>After vote</i>	Y		

Advisors Y/N or Apologies

RSPB/Luke Wilkinson	Y	Essex University/ Graham Underwood	A
Save the Deben/Ruth Leach	Y	Previous Chair/Christine Block	N
Woodbridge Boatyard/Matt Lis	N		

Institutional Reps Y/N or Apologies

Environment Agency/ David Kemp (DK)	Y	Crown Estate/ Peter Riches (PR)	A
Natural England/ Ed Boyle (EB)	Y	SCC Rights of Way/ David Falk (DF)	Y
Inland Drainage Board/ Giles (GB)Bloomfield	N	ESC Planning/ Laura Mundy (LM)	Y
Marine Management Organisation/ Louise Feavoyour (LF)	A		

Other Interested Parties Y or Apologies

David Adelson (Woodbridge TC but attended as Member of the public) (DA)	Y	Rachel Smyth-Lyte/ ESC Melton (RS-L)	Y
Malcolm Hodd/Trustee (MH)	Y	Dee McLeavy/DEP Admin (DM)	Y
John Cole/Trustee (JC)	A	Richard Kerridge-Conium/ Env Agency	Y

3. General Meeting

- Vote to accept Sep2023 Financial Report for YE 31Jan24. PY added some detailed explanation but there had been little change since the last meeting. PY advised that the 2022/23 accounts are in the hands of the appointed accountant and he is dealing with any queries raised.
The Report was accepted unanimously.

- Vote to agree revised Constitution including Management Structure.
After some discussion three amendments to the Constitution V5 previously circulated were proposed:
 - 1 Guiding Principles Item 6 - The addition of the words “seek to influence”
 - 2 Management Structure – One elected voting Member from Woodbridge/Melton to be extended to Woodbridge/Melton/Martlesham..
 - 3 Management Structure Box 5 – add “eg” and CPE

The Revised and amended Constitution including Management Structure. 75% voting members achieved (8 attending, 4 Proxy). Unanimously agreed.

- Vote to regularise Exec team (specifically Interim Chair and Interim Vice-Chair)

Thomas Yeung and Colin Nicholson were unanimously confirmed as Chair and Vice-Chair.

4. Minutes of last DEP Steering Group Meeting 26Jun23

PY updated the only outstanding action from the previous meeting: “CL to ask Phil Camamile to send the IDB proposal to the Trustees asap.” An email from Giles Bloomfield (WLMA) was received by the Chair and forwarded to Trustees. He proposed that the Grant monies be considered a ‘Partnership Contribution’ in support for a future bid for FCERM funding. PY confirmed that this does not align with the requirement that the Grant be used for preparatory work in repairing the FC1 wall and specifically not be used for any other funding. The action is now closed but discussions will be ongoing. TY commented that the issue of the CIL grant is for the DEP Ltd Trustees to deal with, not the DEP Exec.

5. Matters Arising

See Item 4. No other matters arising.

6. Today’s Business – New Deben Estuary Plan

DM advised the discussion, changes and name changes to the proposed structure would not be minuted. TY had circulated the proposed structure and incorporated any comments he had already received. TY will circulate the updated structure shortly after the meeting but it is still a “work in progress”.

Review of proposed Estuary Plan structure. The 10 chapter headings were reviewed with no changes suggested.

AP All to review in detail and advise TY any changes in scope.

Nominations/Volunteers for each 'chapter'. Names were added with the first named volunteer identified as the Editorial Lead. TY said he would expect the 'Action Plan' and all 'Comments Received' on the 2015 plan would be considered by each Chapter team as part of their review. TY confirmed all documents and comments are archived on the new website but are not visible but will be provided on request to Chapter team. The new website aims to provide current information only – everything else is in the archives.

AP TY will contact all Leads to confirm they are willing to arrange their chapter/group.

AP All discuss with any individuals they feel would make a valuable contribution. If willing advise TY. Copy email addresses to DM/Admin.

Indicative Timetable for delivery. LM advised that although the expected date for issue of the Local Plan is not confirmed yet, ESC will be aware of the Revised Deben Estuary Plan in its Draft state.

AP Exec Team to discuss timetable for revision.

Series of meetings with stakeholders individually. Ongoing

The subject of who would provide the supporting documents was raised. This is likely to be NE, EA and ESC.

AP Exec to consider exact contacts needed for supporting documents.

7. Any Other Business

SR had a report on research prepared with HB but time ran out.

8. Date of Next Steering Group Meeting

Thursday 18th January 2024 from 09.30 to 11.30. LM confirmed that the Deben Room at Riduna House, Melton has been booked

This meeting will be an "Open to the public" meeting to provide an update on the Revision of the Deben Estuary Management Plan.

ACTION POINTS

All to review plan structure in detail and advise TY any changes in scope.

TY will contact all Editorial Leads to confirm they are willing to arrange their chapter/group.

All discuss with any individuals they feel would make a valuable contribution. If willing advise TY. Copy email addresses to DM/Admin for inclusion in the Contacts List.

Exec Team to discuss timetable for revision.

Exec to consider exact contacts needed for supporting documents.