

Notes from the Meeting of the Working Group held on **Monday 1st February 2016 at 6pm** in the Committee Room.

AGENDA

Present: Cllr Allen, Cllr Betts, Cllr Doy, Cllr Rowan Robinson, Cllr Windell and the Town Clerk.

Apologies for absence: – there were no apologies for absence.

Declarations of Interest: – there were no declarations of interest.

Updates

- *Blue Plaque Scheme* – letter had been sent to the Museum who confirms that they would be pleased to work with the Town Council on delivering this scheme. A representative from the Museum together with Cllr Temple and Graham Denny to be invited to the next meeting so that agreement on way forward can be reached.
- *New Outside Gym Equipment* – Cllr Windell and the Town Clerk will meet to list the equipment in all the play areas. Supplier to be sourced for new adult gym equipment in Tibbys Green.
- *Flag Poles* – inspections taken place – metal work is nearly finished. Norse and Cllr Windell have considered the tabernacles – one of which needs repair. Cllr Windell, Norse and John Buckley from Harbour Marine Services will meet to progress the reinstatement of the two flagpoles.
- *Cannons on Gun Hill* – the fourth carriage will be returned in due course. Norse will ask Adnams for sponsorship to fund the works required to the remaining two cannons.
- *Grit Bins/ Litter Bins* – ordered - licence awaited for the positioning of the two grit bins and once received these can be ordered. It was suggested that Graham Hopwood be asked to assist with the use of the grit for the one on Pier Avenue and that Marlborough Court be contacted regarding the one to be positioned there.
- *Fingerposts* – SCC to be chased regarding an approved location for the first fingerpost. Craftco have agreed that the post could go in the area of pavement outside their shop but not close to the ‘no entry’ sign.
With regards to the fingerposts on SCC public footpaths, SCC to be asked for new fingerposts as those by Mights Bridge are still of the old variety.

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- *Rospa works* – quote awaited from Norse. Private contractor also to be contacted as Norse do not appear to have responded to the Council’s request for a quote.
- *Town Pump* – restore crown – Cllr Windell will consider this matter in due course.
- *Showers along prom* – WDC Cllr Allen will ask Tony Rudd at WDC for an update.

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Environmental Matters

- *Mights Bridge/Marshes* – Cllr Rowan Robinson provided an update for the meeting. Discussion took place as to whether the pipes to the boating lake could now be used to help water enter Buss Creek. Cllr Rowan Robinson will discuss this with Mr Balls.

Discussion took place regarding the ditches around the Town Marshes where stagnant water is now being retained. Contact to be made with Stephen Flaxman to arrange a walk round the marshes and the ditches. This will enable the Working Group to understand the present 5 year action plan that Mr Flaxman has with Natural England for the maintenance of the ditches. Cllr Rowan Robinson, Cllr Windell, the Town Clerk and Mr Flaxman to undertake the walk. Following the meeting it was suggested that a short list be drawn up for Durrants to cost for works that are required in the short term.

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- *Internal Drainage Board and sluices* – discussion took place as to the role of the IDB. WDC Cllr Ladd/Durrants to be asked who the IDB are, and what powers they have. Query also to be raised with the IDB as to why the Town Council sluices are not noted on their records.

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- *Memorial Garden* – Cllr Allen advised that a meeting had been held earlier in the day with members of the community about progressing this project. Representatives from the Co-op, Tesco’s, the Pier, Norwich & Peterborough and Lloyds Bank had attended and had all advised that they would like to be involved in such a community project. Suggestions were put forward as to the venue for a memorial garden and these include North Green, Bartholomew Green and The Mount. Cllr Allen to contact Norse for advice as to which one they would prefer. Designs to be drawn up for the preferred location. Working Group would prefer The Mount and North Green. Other High Street traders to be asked for assistance with tools that would be required for the work involved. Those present had also indicated a willingness to assist with works that the Common Trust may require. The organisations would need at least 3 weeks’ notice to be able to ensure that staff are available to assist.

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- *No smoking zones in beach shelters* – Cllr Windell has been donated materials from Waveney Norse to carry out works in the beach shelters. A

cigarette stub bin will be located nearby to the shelter. It was acknowledged that it would be impractical to insist on the shelter being a no smoking zone due to issue with enforcement.

- *Arbor Day – Nov 2016* – The Town Clerk advised that the UK now celebrate this as part of National Tree Week and that the date is usually the last week of November/first week of December. All present agreed that they would wish to take part in National Tree Week and that the schools and the Youth Club should be invited to plant some of the trees donated by the Woodland Trust during this period.
- *Ferry Road Garden* – Cllr Windell showed councillor’s photographs of the works carried out to date on this site. The Scouts and Cubs are still taking a keen interest and Norse has confirmed their approval to such works being carried out on this site.
- *Memorial seats along Ferry Road footpath.* A request had been received for seats along the Ferry Road footpath and the Working Group felt that these would be welcomed. It was also mentioned that a bench at the end of North Road had broken and had not been replaced.
- *Prom walk round 2016* – the Working Group confirmed that 2pm on 22nd February would be convenient.
- *Road sweeping in Southwold* – the Working Group received details of the days on which the roads are swept throughout Southwold.
- *Tibbys Green* – Cllr Allen advised that some flowers are now coming up through the bed that the school children had planted. The area does need some weeding being undertaken and Cllr Allen will approach the school.

Events 2016

- *Clean for the Queen – 4 – 6 March 2016* – it was suggested that the Co-op be notified of the areas of particular concern i.e. High Street, Victoria Street, Waters Copse and specific areas of the Common as they had suggested they may be able to assist with the clean-up.
- *Lighting of Beacon – Queens 90th birthday 21st April 2016* – time to be confirmed. Cllr Allen advised that she would contact the Sole Bay Singers to see if they would be available on the evening.
- *Queen’s Birthday Mugs* – **it is the recommendation of the Working Group that as on previous occasions mugs be purchased for all children at Southwold Primary School together with Rosebuds with spares to be available for Southwold children who go to other schools. Spares to be available for sale to Councillors and other members of the public. Number of mugs to be ordered to be as per previous orders. (Cost in the region of £375)**
- *Civic Sunday* – 22 May 16 – noted.

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- *Charter Lunch* – May 16 – *new caterers required*. It was suggested that enquiries be made with No. 51, La Roc and The Swan once it had definitely been established that John Grooms were not carrying outside catering for 2016.
- *Queens 90th Birthday celebrations – street parties 11/ 12th June 2016* – it was suggested that street parties be held on Hospital Green and that St Edmunds Hall be booked for Saturday 11th June to provide a base for these. Church service – liaison to be made with Simon Pitcher regarding a church service on Sunday 12th June.
- *Road Race* –17th June 2016 – contact to be made with the Chamber of Trade and Adnams to organise arrangements to decorate the town as per the suggestions from the road race organisers. Chairman of Chamber of Trade to be invited to attend the next meeting of the Working Group. Subsequent to meeting, discussions held with Chamber of Trade and Adnams – see separate notes.
- *Saga trip 2016 Cruise* – 19th July 2016
- *Autumn Ball* – 8th Oct 2016 – Golf Club booked.
- *Remembrance Sunday* – Nov 2016
- *Armistice Day* – Nov 11th 2016
- *St Edmunds Day* – Nov 2016
- *Xmas Lights Event* – Dec 2016 – the Working Group were advised that the Town Council would not need to be involved with the organisation of the event for 2016. It was suggested that Cllr Doy is the Town Council representative on any community group that is established to organise this event.
- *Xmas Carol Concert* - Dec 2016 – *Date to be confirmed with church*.

Other Matters - *Stocks Fair South Green* – the Common Trust had met with Mr Stocks to offer the Common as a location for the Fair. Mr Stocks had confirmed that the Common is not suitably located as he relies on passing trade rather than those who make a specific trip to the Fair. In view of this the only convenient area would be that at South Green.

After full discussion it was agreed to recommend that Council give consideration to allowing a small Fair on South Green for the Bank Holiday weekend with no large rides being permitted – but that small fair stalls and low level rides i.e. dodgems be the only ones permitted. Mr Stocks was advised that the rides and the layout of these would be at the discretion of the Town Council. Arrival and departure dates to be at the direction of the Town Council.

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Coastal Footpath – SCC had written to advise that they wish to place 2 way marking posts to denote the passage of the coastal footpath. The Town Clerk was asked to find out the complete route.

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Annual Town Meeting – guest speaker is required for the Town Meeting and the Working Group recommends that Suffolk Coasts and Heath (AONB) and Bill Jenman of Touching the Tide be invited to provide a presentation to the Annual Town Meeting on 18th April at 7pm.

There being no further business the meeting closed at 8.30pm.

Date of next meeting – Wednesday 9th March 2016 at 5pm.

Recommendations

Events 2016

1) *Queen’s Birthday Mugs* – it is the recommendation of the Working Group that as on previous occasions mugs be purchased for all children at Southwold Primary School together with Rosebuds with spares to be available for Southwold children who go to other schools. Spares to be available for sale to Councillors and other members of the public. Number of mugs to be ordered to be as per previous orders. Cost in region of £375.

Other Matters

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