

DATE & TIME	Monday 23 <sup>rd</sup> January 2017at 1.30pm
PLACE	TOWN HALL
CHAIR	Cllr Allen
PRESENT	Cllrs: Allen, Betts, Doy, Ladd, Rowan Robinson
APOLOGIES	Cllr Windell

Item	Subject	Comments	Action
1	<b>Apologies</b>	Cllr Windell	
2	<b>Declarations of Interest</b>	Cllr Rowan Robinson declared a personal interest as a member of the golf club.	
3	<b>Minutes</b>	The minutes of the meeting of 5 <sup>th</sup> December 2016 were approved.	
4	<b>Standing Orders- public section.</b>	There were no comments from members of the public.	
5	<b>Town Projects – Timelines and completion dates to be established for each project</b>	<ul style="list-style-type: none"> <li>Fingerposts. Await installation details.</li> <li>Painting of railings – probation service – spring 2017 – chase for actual date. Arrange agreed works and supervision of the works. Advise WDC that paint on railings of Ladies Walk is peeling off. Advise WDC that railing between Reading Room and Centre Cliff is broken.</li> <li>Cannons Gun Hill – <i>2 cannons to complete</i>. Cost of repair approx £3500 each. SCC Ladd advised that he would commit £2000 from next year's Locality Budget (so long as he is still in post). LJB to request for 17.18. WDC to be asked for funding also. WDC to be asked that ownership of the cannons revert to STC - or that they pay the costs of repairs. It is recommended and agreed that the cttee allocates £4k from the budget for 16.17 and the balance from 17.18 budget.</li> </ul>	<p>LJB</p> <p>LJB</p> <p>LJB</p>

		<ul style="list-style-type: none"> <li>Town Pump – <i>how/ when to progress</i>. Pump is held at cellar of Town Hall and was shown to ctee. Works to be considered and planned.</li> </ul>	
6	<b>Environmental Matters – Timelines and completion dates to be established for each project</b>	<ul style="list-style-type: none"> <li>Common /Marshes masterplan for open space area – MRR explained the issues and objectives. It was agreed that other stakeholders would be Anglian Water, Allotment Assoc, Environment Agency, Natural England, WDC, SCC, RDC and sports clubs, Pit Stop and Millennium Foundation. Discussion took place about the water supply to the boating lake and whether this should be included. Re objectives; Durrants to be asked to quote for (ii), Natural England may be able to assist with (iv) and volunteers may be able to assist with (xi)</li> </ul> <p>Way forward Advise Nicky Rowbottom of objectives Ask Nicky Rowbottom to attend on 20<sup>th</sup> Feb Ask Nicky Rowbottom to consider the mgt plan in light of the objectives Ask NR to present the project as part of the presentation at the Annual Town Meeting on 24<sup>th</sup> April.,</p> <ul style="list-style-type: none"> <li>Marshes drainage issues –see above</li> <li>Information Boards for marshes. MRR/SA meeting with designer on 25<sup>th</sup> Jan</li> <li>WWI Memorial Garden /Centenary Field – <b>Bartholomew Green has been requested for consideration as a Centenary Field– after discussion it was felt that the area of East Green with the Oak tree and mini cannon on would be a better fit for the scheme to improve the connection between WW1 and the plaque. This to be recommended to council.</b> New seat could be included around the tree.</li> </ul>	<p>LJB</p> <p>LJB</p> <p>MRR/SA</p> <p>LJB</p>

		<ul style="list-style-type: none"> <li>Existing plaque is awaiting replacement by Adnams – LJB to chase.</li> <li>Ferry Road Garden – WW is progressing work in this area – other volunteers welcomed.</li> <li>Shelters along the prom – the main shelter below North Parade is in need of repair. Repair bill provided to WDC along with a request that they carry out the main repairs and then transfer the asset to STC. The cttee suggests that if no response is received in 1 week then a letter be sent to WDC advising that STC will undertake repairs so long as the shelter is returned to STC ownership.</li> <li>Litter – Education / promotion of a ‘clean Southwold – take litter home’ campaign.</li> </ul> <p>Discussion about what ‘filthy’ actually meant – as this is a word used to describe the town on several occasions last year. The cttee felt that it meant unkempt with regards to weeds, litter, cigarette ends, dog mess, and debris under memorial seats. Mention was made that a road sweeper and hand picking litter person are no longer seen in town.</p> <p>It was agreed that an educational campaign would be an important aspect and it was felt that Adnams may support such a scheme as they are already involved with environmental projects such as beach cleaning. Emma Hibbett to be contacted with regards to ‘taking pride in Southwold and keeping Southwold tidy’</p> <ul style="list-style-type: none"> <li>Litter bins – more required in town? It was suggested that contact be made with Costa and the Fish and Chip shop about their debris. See educational campaign above.</li> </ul> <p>It was agreed that no further bins are required at present.</p>	<p>LJB</p> <p>LJB</p> <p>Adnams</p>
7	<b>Events</b>	<ul style="list-style-type: none"> <li>Great British Spring Clean – 3 – 5<sup>th</sup> March 2017</li> <li>Commonwealth Day – 13<sup>th</sup> March</li> </ul>	

		<ul style="list-style-type: none"> <li>• Spring weekend – 8 – 10<sup>th</sup> April – postponed to 2018</li> <li>• Spring Ball – 8<sup>th</sup> April</li> <li>• Arbor Day – 2017 – <i>Date in November to be decided,</i></li> <li>• Women on Wheels – 2<sup>nd</sup> July 2017 Di Mayhew leading on this.</li> <li>• Fred Olsen Cruise – 26<sup>th</sup> July 2017 – contact to be made with WDC economic team. It was felt that bags etc would be a good promotional tool but that a band would not be required. Music could be played from the Sailing Club.</li> <li>• Beacon – 11<sup>th</sup> November 2018 – ‘A Nations Tribute’</li> </ul>	LJB
8	<b>Play areas and Open space</b>	<ul style="list-style-type: none"> <li>• Klondkye Play area – <i>Bark chippings to purchase/Assistance from Lions Club/weekly inspections/Quote from Streetscape for extra equipment/ Quote from Sovereign</i> WW and town clerk to meet with Simon Walker of Norse next week to move forward.</li> <li>• Tibbys Green play area – <i>update on works with Lions Club etc.</i> WW and town clerk to meet with Simon Walker of Norse next week to move forward</li> <li>• New Outside Gym Equipment – <i>List facilities in all play areas o/s.</i> WW and Town Clerk to take forward.</li> </ul>	<p>WW/ LJB</p> <p>WW</p> <p>WW</p>
9	<b>Other matters to consider/ To progress</b>	<ul style="list-style-type: none"> <li>• Emergency Plan. The group were advised that the team have in reality disbanded but came together to assist with the flooding issues last week. Letter of thanks to be sent to Simon Tobin. From the debrief it was agreed that Suffolk Resilience will need to be advised that Southwold can make their own arrangements in these circumstances and do not need central arrangements such as relocation to Carlton Colville. The leaflets regarding evacuation also need to be revised to reflect this. Discussion</li> </ul>	<p>LJB</p> <p>LJB</p>

		<p>about such warnings being ignored and the potential for harm that this causes.</p> <ul style="list-style-type: none"> <li>• Re siting of Bike racks – it was agreed that for the security of the Town Hall and as part of the refurbishment works, the bike racks in the Town Hall yard will need to be removed. Quote already held for conversion of area at Electricity Green. Cttee to consider this at future date.</li> </ul>	LJB
10	<b>To receive L and E cttee Financial report to 31.12.16</b>	Financial report attached.	
11	<b>Date of next meeting –</b>	<b>Monday 20<sup>th</sup> February at 3pm.</b>	

**There being no further business the meeting closed at 3pm**

#### **Summary of Recommendations**

- **Bartholomew Green has been requested for consideration as a Centenary Field– after discussion it was felt that the area of East Green with the Oak tree and mini cannon on would be a better fit for a the scheme to improve the connection between WW1 and the plaque on the Oak tree. This to be recommended to council.**