



NOTICE

The Meeting of Southwold Town Council which will be held on Tuesday 24th October 2017 at 7.30pm in the Methodist Church Hall, Southwold.

Signed

H. J. Beard

Dated 18th October 2017

The purpose of the meeting is for Councillors to discuss Town Council business and whilst the attendance of electors is welcomed, they are not allowed to join in the discussions of the Councillors.

During each meeting, the council will adjourn for a period for public questions for a maximum of 10 minutes. During this time, electors can put questions to the Chairman regarding matters on the agenda. An elector must not speak for more than 3 minutes. Where possible, the Chairman will respond but the matter may have to be deferred and placed on a later month's agenda for discussion. (see full Protocol for Public Participation in Council Meetings)

AGENDA FOR PUBLIC MEETING COMMENCING AT 7.30PM

1. **Apologies:** To receive apologies for absence.
2. **Declarations of interest:**
 - a) To receive any declarations of Personal Interest regarding the agenda.
 - b) To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.
 - c) To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.
 - d) Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.
3. **Minutes:** To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 26th September 2017 and Tuesday 10th October 2017 (*see attached*).
4. **Public Participation**
 - a) To receive a report from Waveney District Councillor S Allen.
Cllr Allen will then take questions from councillors and electors (*maximum 5 minutes*).
 - b) To receive a written report from Suffolk County Councillor Ladd. No matters to report.
 - c) To receive comments from Southwold electors on matters on the agenda (*each elector will be allowed a maximum of 3 minutes. 10 minutes will be allocated overall for this section*).
 - d) To receive presentation from Southwold and Reydon Community Emergency Group – Simon Tobin.

Public participation closed.

5. **To receive reports from Committees:**
 - a) *Planning and Development* - To receive the written report of the meeting of the Planning and Development Committee meeting held on Tuesday 10th October 2017 (see attached). *No recommendations.*
 - b) *Planning and Development* - To receive a verbal update from Planning and Development Committee on any further planning/development matters to be brought to the attention of the Council. *No recommendations*
 - c) *Leisure and Environment* – No meeting held.

6. **To receive reports from Working Groups/ Task and Finish Groups, and N Plan Team**
 - a) *Highways and Footpaths working group and Parking review task and finish group* – to receive written reports of meetings held on Friday 6th October 2017. No recommendations.
 - b) *Community shuttle service task and finish group* – to receive verbal report of meeting of 20th October 2017.
 - c) *Landlords working group* – to receive the non- confidential written report of meeting of 9th October 2017. Rep 9.17. No recommendations.

7. **Correspondence:**
 - a) *SALC AGM* – 7th November 2017
 - b) *AONB* – Newsletter September 2017
 - c) *Letter from Mr Spratt* - re Southwold.
 - d) *Card of thanks* from Mr and Mrs Aldred

8. **To receive update from Town Mayor of events attended/ matters to report including:**

Events:
Suffolk Records Society 50th Anniversary – 7th October 2017
Swan Hotel Opening Reception – 10th October 2017
Mr & Mrs Brian Duncan 50th Wedding Anniversary – 21st October 2017

Future Events
Arbor Day – 3rd November 2017
Armistice Day – 11th November 2017
Remembrance Day – 12th November 2017
St Edmund’s Day – 20th November 2017
Allotment Holders AGM – 15th November 2017

9. **Town Mayor Charity for 2017/18.** To receive update of events for the Town Mayor Charity 2017/18.

10. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings attended:**

Reports to be provided in written format and circulated to members prior to the meeting unless time allows for a verbal report to be given, subject to the Chairs discretion.

 - a) Southwold Hospital – Planning application received
 - b) Southwold Harbour Users Association

11. **Financial Matters**
 - a) To receive the Accounts for Payment for October 2017 (*circulated to members*).
 - b) To receive audit report for 2016/17 completed by External Auditor.

- c) To receive Action Plan for matters that need attention as detailed in the 2016/17 External Audit.
- d) Finance and Governance cttee – to receive written report of the meeting held on Tuesday 17th October 2017. Rep 7.17. *Recommendations re; precept consultation and sale of old community shuttle bus.*
12. **Urgent Business:** to act upon any matter of a non-financial urgency, within the meaning of the Standing Orders, which may be brought to the attention of the Town Council with the consent of the Town Mayor previously obtained.
13. **Date of next Town Council Meetings:**
Tuesday 2nd November 2017 at 6pm (Confidential agenda) and Tuesday 28th November 2017.
14. **Exclusion of Public and Press:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following;*
To receive the confidential notes of the Landlords meeting REP 9.17 held on Monday 9th October 2017. *Recommendations include; lease break clause, rent reviews, new lease.*

PLEASE NOTE THAT ALL TOWN COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS. THE TOWN COUNCIL ABIDES BY THE PARISH AND TOWN COUNCIL CODE OF CONDUCT 2012.