



NOTICE

The Meeting of Southwold Town Council will be held on Tuesday 25th July 2017 at 6.15pm in the Council Chamber at the Town Hall, Southwold.

Signed

H. J. Beard

Dated 18th July 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 10minutes. 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

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:** (i) To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 20th June 2017 (see attached).
4. **Councillor Vacancy:**
 - (a) to receive presentations from applicants for the Councillor vacancy and follow up discussions.
 - (b) Council to consider the co-option to the Councillor vacancy.

15 minute adjournment of meeting.

5. **Public Participation**
 - a) To receive a report from Waveney District Councillors M Ladd, and S Allen. Cllr Allen and Cllr Ladd will then take questions from councillors and electors (*maximum 5 minutes*).
 - b) To receive a report from Suffolk County Councillor Ladd. Cllr Ladd will then take questions from councillors and electors (*maximum 5 minutes*).
 - 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*).

Public participation closed.

6. **To receive reports from Committees:**
 - a) To receive the written report of the meeting of the Planning and Development Committee meetings held on Tuesday 22nd June 2017 and Friday 30th June 2017 (see attached). *No recommendations.*
 - b) 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) To receive the written report of the meeting of the Leisure and Environment Committee meeting held 19th July 2017 L and E REP 5.17 (see attached). *No recommendations.*
 - d) To receive verbal update from Jt Harbour cttee chair.

7. **To receive reports from Working Groups/ Task and Finish Groups, and N Plan Team**
 - a) To receive verbal report and update from the Neighbourhood Plan group from the meeting held on 22nd June 2017.
 - b) To receive the notes from the Highways & Footpaths Working Group meeting of 20th June 2017 and to receive notes of the Parking Review Sub Group meeting of 17th July 2017. Recommendations from H&F (a) letter be sent to the SCC Chief Executive to ask for a meeting regarding the problems caused by inadequate signage and line markings and (b) that Norse be asked to put bunding or posts on the verge on the corner of Pier Avenue/Marlborough Road to ensure that the verge is preserved.

8. **Correspondence:**
 - a) Letter from WDC regarding Waveney Local Plan. First draft consultation launch event 27th July 6-7.30pm (Councillors Windell and Bradbury attending).
 - b) AONB June report and update.
 - c) Email from Anglian Water dated 11th July 2017 – update re foul smells.
 - d) Email from Hadleigh Town Council re Civic Sunday.
 - e) Letter dated 5th July from Southwold Millennium Foundation clarifying term of office of Trustees.

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

Opening of Southwold Arts Festival – 24th June 2017
Southwold Arts Festival Service URC – 25th June 2017
Summer Theatre Opening Night – 5th July 2017
Southwold School Barbeque – 7th July 2017
Cheese & Wine Evening in support of Mayor’s Charity – 21st July 2017

Forthcoming Events:
Fred Olsen Cruise Ship Visit – 26th July 2017
SOS Fundraising Event – 5th August 2017
Art Circle Exhibition opening – 21st August 2017

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

11. **To receive survey and report from Mr Bill Hancock re Ferry Road Garden:** as detailed in Town Council Minutes of 20th June 2017 item 4(c).

12. **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
 - b) Coastal Community Team
 - c) Allotments
 - d) Blyth Estuary Group
13. **Financial Matters**
- a) To receive the Accounts for Payment for July 2017 (*circulated to members*).
 - b) To receive the minutes of the Finance and Governance cttee meeting held on 17th July 2017 REP 6.17 (see attached).
 It is the recommendation of the Finance Committee that the Town Council approve a donation of £1,000 for pull tests for the Christmas Lights Committee as a matter of health and safety.

 It is the recommendation of the Finance Committee that a quote for £1,545 from Harrisons for a new flagpole for the Town Hall in view of health and safety concerns, be approved subject to the technical specification of the new flagpole being appropriate for the Town Council needs.
14. **Sam May Prize:** school competition entries received on 19th July 2017. Award to be presented September 2017 by Cllr Betts and Mr May.
15. **Southwold and Reydon Corps of Drums –** to receive update on the recruitment for new members.
16. **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.
17. **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 Confidential Minutes of the Town Council meeting held on Tuesday 20th June 2017.
 To receive Confidential Report of Landlords Working Group held on Tuesday 20th June 2017 with recommendation relating to 6 Strickland Place.
 To receive verbal update of the Landlords Working Group meeting of 25th July 2017 and consider the recommendations on Town Council properties.
 Gardner Road verge – land registration
18. **Date of next Town Council Meetings:**
- a) Tuesday 15th August 2017 – TBC - at 7.30pm at the Town Hall.
 - b) Tuesday 29th August 2017 at 7.30pm at the Town Hall.

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.