

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at the Town Hall, Southwold, at 7.30pm on Tuesday 28th July 2015.

PRESENT:	Councillor	Mrs M C Tucker (Town Mayor)
	“	Miss E A Betts (Deputy Mayor)
	“	Mrs S Allen
	“	I R Bradbury
	“	Mrs S M Doy
	“	M G C Horwood
	“	Mrs J Jeans
	“	M Ladd
	“	D J Palmer
	“	M Rowan Robinson
	“	R D Temple
	“	J A Windell

Also attending: The High Steward, 1 media, 1 PCSO, 4 members of the public and the Town Clerk.

BUSINESS

1. **Apologies:** There were no apologies for absence.
2. **Declarations of Interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*

Cllr Allen declared a personal interest in item 5 Planning matters as a member of WDC Planning Committee.

Cllr Doy declared a personal interest in item 5) Planning matters.

Cllr Bradbury declared a personal interest in item 6(c) Southwold Museum & Historical Society.

Cllr Rowan Robinson declared a personal interest in item 5) Planning matters, as a member of the Southwold & Reydon Society.
 - b) *To receive any declarations of Disclosable Pecuniary Interests.*

Nil.
 - c) *Town Clerk regarding requests for dispensations relating to this agenda.*

Nil.
 - d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.* Noted.
3. **Minutes:** The Minutes of the Meeting of the Town Council held on Monday 30th June 2015 were confirmed and signed.
4. **Standing Orders:** It was proposed, seconded and,
RESOLVED: That Standing Orders be suspended for the consideration of the following item;
 - (a) **To receive a report from the police representative:** PCSO Irvine provided the

police report. See written report in Minutes. It was highlighted that 75 traffic tickets had been issued for the period, of which 27 were in the High Street. PCSO Irvine advised that PCSO Wallace has now returned to work. The police also advised that future reports will include the number of traffic warnings issued.

Thanks were extended to the police for all of the work that they are carrying out in relation to traffic and parking issues.

Cllr Ladd advised that a resident had contacted him regarding the junction of Stradbroke Road/Salisbury Road and the police confirmed that they had been to investigate the problems being encountered.

- (b) **To receive a report from Waveney District Councillors S Allen and M Ladd:** WDC Cllr Allen advised that WDC have prepared a paper about “iceberging” and this will be forwarded to the Town Clerk for circulation to councillors.

Cllr Allen advised that Norse/WDC only provide 1 cut of alexander on the cliff per year, but that she and Cllr Ladd will continue to pursue the possibility of having 2 cuts.

Cllr Allen advised that residents can now personally track the progress of planning applications on the WDC website by requesting updating emails be sent to them to update them on applications that they are interested in.

Cllr Allen thanked all those who had assisted with the poppies.

WDC Cllr Allen took questions from Councillors and the public. WDC Cllr Allen was asked about the sale of council properties in Chester Road and Fieldstile Road and the conditions on which they were sold and their onward use as holiday lets. Cllr Allen responded and advised that she would take up the matter of onward use for holiday accommodation. Cllr Allen confirmed that she would provide a full response to the resident once all of the information was available to her.

- (c) **To receive a report from Suffolk County Councillor M Ladd:** SCC Cllr Ladd advised the meeting about the future charging for the emptying of green waste bins.

SCC Cllr Ladd took questions from Councillors and the public. SCC Cllr Ladd was asked whether there was any intention of the County Council taking over traffic enforcement in the same way as Norfolk County Council had. Cllr Ladd advised that the County does have a large divestment agenda and that this will probably be one of the matters being considered. Cllr Ladd was asked for further details regarding the emptying of green waste bins and composting, and advised that a complete education and information programme would be taking place before its implementation in April 2016.

- (d) **To receive comments from Southwold electors:** There were no further comments from Southwold electors.

The Meeting reopened

5. **To receive reports from Committees:**

a) *To receive the written report of the meeting of the Planning and Development Committee held on Wednesday 1st July 2015 (see attached yellow papers). No Recommendations to consider.*

b) *To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 14th July 2015 (see attached yellow papers). No Recommendations to consider.*

Councillors received the reports. Cllr Windell made specific mention of the Town Council's agreement to nominate the hospital site as a site of community interest. Cllr Windell also advised that it was hoped that a planning application for the Kings Head would be resubmitted as the present application was unclear and hence refused by the Town Council.

6. **To receive reports from Working Groups/ Task and Finish Groups.**

a) *To receive the verbal report of the Neighbourhood Plan working group meeting of 23rd July 2015.*

Cllr Bradbury provided an update on the Neighbourhood Plan process and advised that the existing questionnaire will be distributed to every household with the Annual Newsletter. Cllr Bradbury advised that the Plan was getting to the stage where more volunteers would be required to progress all the actions, and that on present timescales, the Plan would be scheduled to be completed in early 2017. Next meeting of the Neighbourhood Plan Working Group is 1st September 2015. Cllr Allen advised that the AONB team would like to provide their thoughts to the Neighbourhood Plan Working Group.

b) *To receive the written report of the meeting of the Landlords working group held on 20th July 2015 (see attached mauve papers). **Recommendation that fire safety works at Hurren Terrace be carried out with immediate effect at a cost of £3353.27 plus vat.***

Cllr Ladd provided the written report and highlighted the recommendation made. **After full discussion it was RESOLVED to approve the recommendation as above.**

Questions from Councillors were taken in relation to the report including a request that a permanent solution be found to assist with the water levels at the boating lake. SCC Cllr Ladd advised that "Our Place" officer would be asked to look for funding opportunities and that the Coastal Communities Team may also be able to assist. SCC Cllr Ladd was also asked to look into the matter of the valve that was put under Rights Bridge by the County as it was thought that this may provide assist in providing a solution for the water levels. Cllr Doy extended her congratulations to Mr and Mrs Ball for their event last Saturday.

Cllr Ladd was asked to clarify the local lettings policy for the Hastoe properties on Blyth Road, together with the local lettings policy of WDC. Cllr Ladd advised that these could be made available.

c) *To receive the written report of the meeting of the Finance working group held on 21st July 2015. (see attached green papers). **Recommendation; to approve donations as detailed on Rep. 1/2015.***

Cllr Horwood presented the finance report, including the recommendations in relation to donations. Cllr Tucker provided background information to the request from the Summer Theatre and advised that there were 2 direct projects which may be appropriate for the working group to consider (a Shakespeare event potentially being held in 2016, together with improvements to St Edmund's Hall).

It was proposed, seconded and RESOLVED unanimously to approve the following donations

- a) **Churchyard at St Edmunds Church – donation of £250 be provided to enable the purchase of a strimmer.**
- b) **Southwold Museum and Historical Society – donation of £1000 be provided now with an agreement to provide a further £1000 in the next financial year, to facilitate the reorganisation of the Borough of Southwold section.**
- c) **Church Magazine – donation of £200 be provided in recognition of the work involved in producing and delivering the magazine (within which the town council includes its own Insight newsletter).**

All successful applicants will be asked to acknowledge the contribution that the town council provides.

It was also RESOLVED to approve the following;

- d) **NSPCC Suffolk Local Impact – a coffee morning/ fund raising event be held to support this Charity, and that an appeal be made to local newsletters encouraging support for this cause. Cllr Betts has offered to organise the event which will be held on Wednesday 30th September 2015 at The Guide Centre, Cautley Road from 10am – 12 noon.**
- e) **The Fire fighters Charity – the local firefighters be invited to organise a crew/ fire engine to be present in the Market Place for a convenient date to highlight the cause.**

In relation to the donation request from the Summer Theatre, it was agreed by all that this would be referred back to the Finance Working Group for further consideration in view of the information about potential projects provided by Cllr Tucker above.

7. Traffic and Parking Review

- a) *To receive the report of the meeting held 8th July 2015 with SCC and Aecom. (see attached grey papers). To approve recommendation detailed in **Rep. Park/Traff 1.2015***

Cllr Betts provided the report from the meeting together with the recommendation.

Cllr Palmer advised that he would like to put in an amendment to the recommendation in relation to the wording for the proposed tender process.

After full discussion it was proposed, seconded and unanimously agreed

that the recommendation in Rep. Park/Traff 1.2015 be withdrawn.

Highways & Footpaths Working Group to reconsider a recommendation for the next Town Council meeting, by which time an updated report from Aecom will have been received and the Working Group will again have met.

8. **To receive update from Town Mayor of events/ meetings attended including:**

- a) *Meeting 2nd July with Norfolk and Suffolk Police Authority Business Liaison Manager re match funded PCSO post, and subsequent meeting with Insp Aitken and Sgt Price on 15th July.* Cllr Tucker gave a verbal report of her meetings with representatives of the Suffolk Policy Authority in relation to traffic and parking enforcement within the town. Cllr Tucker extended her thanks to the police for all of the work that had been carried out in recent weeks, and for the agreement to specific reporting of information to the Town Council in future months.
- b) *Sam May prize giving – 2nd July 2015 – Noted.*
- c) *St Felix School prize giving – 4th July 2015 - Noted.*
- d) *Opening Night of Summer Theatre – 8th July 2015 – Noted.*
- e) *Methodist Church Service – 12th July 2015 – Noted.*
- f) *Code of Conduct Training – 15th July 2015 – Noted.*

Future Events

Southwold Golf Club Captains Day – 1st August 2015

RAFA “Wings Appeal” - 9th August 2015

St Barnabas raffle draw – 12th August 2015

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

- a) *SNT rep* – Cllr Doy provided a verbal report for the meeting.

10. **Correspondence:** to note the items as detailed in the general correspondence file together with;

- a) *SALC – LAIS 1382 re precept data*
- b) *Letter from the Loft Youth Centre*
- c) *E mail re Halesworth Campus Update*
- d) *Neighbourhood Plan Networking Forum – Save the Date*

Councillors were grateful for the update from The Loft and requested that a thank you be sent to them for including the Town Council in their update.

11. **Financial Matters**

- a) **Accounts for Payment** - To receive the accounts for payment for July 2015 (*circulated to members*). **It was RESOLVED by all to approve the Accounts for Payment.**

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.

Cllr Doy advised that Mills & Son would be pleased to host a hog roast with funds going towards the benefit of the Museum. Cllr Tucker praised the displays at the Museum and comment was made on the high standard of the Museum.

13. **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;

a) To receive the confidential written report of the meeting of the Landlords working group held on 20th July 2015 (see attached). To consider recommendations contained in report Rep. LL 1/2015 concerning Town Council properties.

It was RESOLVED to approve the recommendations contained within the report LL 1/2015.

SCC Cllr Ladd declared a local non pecuniary interest in agenda item 13(b).

b) To consider professional and legal advice received.

It was RESOLVED to approve the Proposal 1 and Revised Proposal 2 contained within Rep; STC July 2015.

14. **Date of next Town Council Meeting:**

Tuesday 29th September 2015 at 8.00pm at the Town Hall.

Subsequent to the meeting, it was agreed that a Town Council meeting be held on Tuesday 18th August at 8pm.

_____ TOWN MAYOR 18th August 2015