

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at the Town Hall, Southwold, at 8.00pm on Tuesday 28th January 2014.

PRESENT: Councillor S J Tobin (Town Mayor) (Chairman)
“ Mrs S Allen
“ Miss E A Betts
“ I R Bradbury
“ Mrs S M Doy
“ Mrs K P Flodin
“ R D Temple
“ Mrs M C Tucker
“ J A Windell

Also attending: High Steward, Town Clerk, three members of the public and two members of the press. Also in attendance Sgt Read from Suffolk Combined Cadet Force.

The Mayor offered his best wishes to Keith Seaman who has today been admitted to hospital.

The Mayor introduced Sgt Peter Read of Suffolk Combined Cadet Force who is trying to re-establish the Cadets in Reydon and Southwold. They meet at St Felix School and when he joined three months ago there were no Cadets but he has successfully managed to gain ten recruits. Sgt Read is trying to raise the profile of the Suffolk Combined Cadet Force to get more people involved from the local area. The Town Council were asked if they would promote this in any way possible. Sgt Read advised that the Cadets could help with events carrying out duties such as car park attendants as this also helps the young people achieve their Duke of Edinburgh Awards. Sgt Read is able to offer the D of E Gold Award to Cadets as he has the training to run this scheme. It was suggested that Sgt Read also give a presentation to Reydon Parish Council. Thanks were extended to Sgt Read for attending this evening.

BUSINESS

1. **Apologies:** Apologies for absence were received from Cllr Baggott, Cllr Ladd and Cllr Winter.
2. **Declarations of Interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*
Cllr Doy and Cllr Allen declared a personal interest in item 5(a), (b), (c) and (d) Planning.
Cllr Allen declared a personal interest in matter relating to the harbour under Agenda item 6(a) and 13(a).
 - b) *To receive any declarations of Disclosable Pecuniary Interests.*
There were no declarations.
 - c) *To note the decision of the Town clerk regarding requests for dispensations*

relating to this agenda.

Not applicable.

d) Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate. Noted.

3. **Minutes:** (i) There was one amendment to the Minutes on page 4 12(c) which should read “Cllr Ladd and Cllr Tobin returned to the meeting”. With this one amendment the Minutes of the Meeting of the Town Council held on 10th December 2013 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 Suffolk County Councillor M Ladd:**

Cllr Ladd had prepared a report from Suffolk County Council which was read to the meeting in his absence.

- (b) **To receive a report from Waveney District Councillors:**

Cllr Allen advised that Better Broadband is now available in Southwold but this is not provided automatically and that residents should be aware that they need to contact their broadband provider and ask for an upgrade to their service in light of the installation of Better Broadband. Cllr Bradbury advised that there is a piece going in this month’s newsletter.

Cllr Windell offered congratulations to Cllr Allen and to WDC and the contractors for the work that had taken place at Ladies Walk.

Questions for Cllr Allen: - Nil.

- (c) **To receive a report from the police representative:** PCSO Ian Irvine provided the report – copy held with the Minutes.

Questions to the Police: - Nil.

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

The Meeting reopened

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

a) To receive the minutes of the meeting of the Planning and Development Committee held on Tuesday 10th December 2013.

Minutes received.

b) To receive the minutes of the meeting of the Planning and Development Committee held on Tuesday 7th January 2014.

Minutes received.

c) To receive the minutes of the meeting of the Planning and Development Committee held on Tuesday 14th January 2014.

Minutes received.

d) *To receive the verbal report of the meeting of the Planning and Development Committee held on Tuesday 28 January 2014.*

Cllr Windell advised that a briefing has been sent to the local press explaining the reasons behind the requested Southwold Neighbourhood Plan designation. A Working Group will meet within the next three weeks to discuss the process for moving forward the Neighbourhood Plan.

6. **To receive reports from Working Groups:**

a) *To receive a verbal report from the Joint Harbour Working Group members.*

Cllr Windell advised that the Working Group had been asked to move forward with this matter. He explained that there were some matters needing attention and that a list of works is being undertaken by WDC. Cllr Allen advised that she was disappointed that the Working Group were discussing every day matters as this should be completed through the normal WDC procedure. Cllr Allen advised that this was no reflection on the Town Council's Working Group members.

b) *To receive the written report of the Landlords Working Group meeting dated 13th January 2014. No recommendations to consider.*

The report was received.

c) *To receive the written report of the Policy, Accounts, Best Value Working Group meeting dated 14th January 2014 and to approve the recommendation in relation to the market fees.*

The report was received. Proposal - **it is the recommendation of the Working Group that a flat fee of 50p per square foot be charged for all stalls during the months of January and February annually, reverting to the £1 per square foot previously agreed by the Town Council for the remaining 10 months of the year. It was RESOLVED by all to approve the recommendation.**

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

a) Waveney District Council Carol Service – 15th December 2013

b) Crick Court Christmas Event – 20th December 2013

c) Access Carol Service – 22nd December 2013

d) Rotary Christmas Swim – 25th December 2013

e) Friends of Southwold Hospital visit – 25th December 2013

g) St Barnabas visit – 25th December 2013

Forthcoming Events:

Sole Bay Lions Charter Celebration – 8th February 2014

Mayoral Civic Charity/Organisations

Southwold Sailors Reading Room

Southwold and Reydon Corps of Drums

The Mayor advised that charity work was continuing for these two local organisations.

Other Matters

Purchase and installation of new Grit Bin – St Edmunds Road – the Mayor advised that residents had been very grateful for the provision of this bin.

Replacement of Blue Hoarding – thanks were extended to RBS for the new hoarding. Thanks were extended to the Southwold & Reydon Society for the support that they had also provided in this respect..

8. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings attended:**
- a) *Waveney Area Meeting* – Cllr Doy reported on matters that had been raised at the meeting including a presentation by Suffolk County Council.
- b) *Allotments* – Cllr Doy advised that the two potential allotments at the top of Rope Walk will be made ready by Hastoe once all the legal matters had been completed. The Allotment Holders Association were asking whether the potholes in front of Cllr Goldsmith’s property were to be repaired – this is a matter for the Common Trust. Cllr Doy also advised that the Association are considering a request for a toilet on the allotments and she had been to Beccles to look at the facility that they had provided, for which funds had been raised through Awards for All.
- c) *SNT* – the report was contained within the SCC report above.
9. **CCTV** – *To note that the police have agreed to fund CCTV on Mights Road. Council to confirm support for this project.*
 Council were advised that the Police have provided funding to assist the purchase of a CCTV for Mights Road following various crimes within Southwold. Council were advised that the Chamber of Trade were very supportive of this initiative and that various businesses have written in support of the scheme. A number plate recognition system has recently been placed at the harbour. Discussion took place regarding the support of Council for the scheme. **After full discussion it was RESOLVED by a majority of six in favour and two against to support the installation of a CCTV camera.**
10. **Southwold Town Plan** – *to receive update* – Cllr Tucker advised that the Steering Group had met within the last two weeks and will be disbanding in due course as their mandate to produce a Town Plan had now been completed. The Group do have some funding remaining and consideration is being given to retain some of this for a future feedback meeting in due course. Cllr Windell thanked all those involved in the Town Plan and advised that this had given an excellent base to go ahead with a Neighbourhood Plan.
11. **Ladies Walk Opening** – *Official Opening 24th January 2014. To consider signage for the footpath.*
 Cllr Allen apologised for not being at the official opening as she had a previous engagement but had been given the opportunity to go along Ladies Walk the day before. Cllr Allen advised that there had been excellent feedback in relation to the contractors “Kier Construction” and that a letter of thanks should be sent to both themselves and Waveney District Council and **people who made concrete slabs.** Personal thanks were extended by Council to Cllr Allen for her work on this project.
- Discussion took place about signage and this will be considered by the Leisure & Environment Working Group. Seating also to be considered by the Leisure & Environment Working Group.
12. **Financial Matters**
- a) To receive the Accounts for Payment for January 2014 (*circulated to members*). **It was RESOLVED to approve the payments.**

13. **Correspondence**: to note the items as detailed in the general correspondence file together with;
- a) *To receive letter dated 6th January 2014 from Mr A Davies (circulated to all councillors) – letter received and noted.*
 - b) *Confirmation that the guest speaker for the Annual Town Meeting will be East Anglia ONE. Noted.*
 - c) *Letter from SERCO dated 14th January 2014 – letter received and noted.*
14. **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.

Nil.

15. **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 and approve the confidential minutes of the Southwold Town Council meeting of 10th December 2013.
The Minutes of the Meeting of the Town Council held on 10th December 2013 were confirmed and signed.
 - b) To consider the confidential report of the Landlords Working Group meeting of 13th January 2014 with recommendations relating to Items 8 (confidentiality), 11(Land enquiry), 12 (security), 14 (works at a premises) (Report referenced STC 2 2014) **It was RESOLVED to approve the recommendations relating to Items 8 (confidentiality), 11(Land enquiry), 12 (security), 14 (works at a premises) (Report referenced STC 2. 2014).**
 - b) To consider the confidential report of the Policy Accounts Best Value Working Group meeting of 14th January 2014 with recommendations relating to the cleaning of the Town Hall. (Report referenced STC 1 2014)
 - c) **It was RESOLVED to approve the recommendation relating to the cleaning of the Town Hall (report referenced STC 1. 2014).**
 - d) To consider written proposal referenced in Confidential Report STC 3. 2014 and supporting information papers, relating to Civic awards.

It was RESOLVED to approve the recommendation relating to the Confidential Report STC 3. 2014 (and supporting information papers) relating to Civic awards.

16. **To confirm date of next Town Council Meeting**: Tuesday 25th February 2014.

TOWN MAYOR 25th February 2014