

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 October 2014.

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

Also attending: The High Steward, 2 members of the press, 3 members of the police and the Town Clerk.

BUSINESS

1. **Apologies:** Apologies were received from Cllr J A Windell.
2. **Declarations of Interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*
Cllr Doy, Cllr Flodin and Cllr Allen declared a personal interest in item 5(a) and (b) Planning.
 - 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:** The Minutes of the Meeting of the Town Council held on Tuesday 30th September 2014 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 advised that a meeting had taken place with the portfolio holder regarding the Children's Centre at Reydon. Whatever happens to the building, the service will continue, albeit at alternative premises. Cllr Ladd has put the Children's Centre in contact with the Sole Bay Care Fund.
Cllr Ladd also advised that last winter, potholes were an issue. Kier are purchasing 2 new machines which can fill potholes 10 times faster than the existing machine.

Cllr Ladd also advised that matters relating to care homes in Suffolk are going to SCC Scrutiny Committee in January.

- (b) **To receive a report from Waveney District Councillors:** Cllr Allen advised that the Hastoe Housing project “sod digging” was taking place next week and all councillors were invited to attend. Cllr Allen advised that further information will be received from the Housing Department in relation to the questions raised at the last council meeting. Cllr Allen also advised that the WDC report in to “pitch provisions” will feed into the LDF within the next 2 years.
- (c) **To receive a report from the police representative:** PC Sadler provided the police report from 24th September to 28th October and a copy is held with the Minutes.

Questions to the Police:

The police were asked why no response had been made to 2 requests for assistance from a local dress shop. The police present at the meeting were not aware of the details of the matter and agreed to look into this further.

- (d) **To receive comments from Southwold electors:** No 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 Tuesday 30th September 2014.*
- b) *To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 14th October 2014.*

Cllr Bradbury provided a summary of the meetings above (copies of Minutes already circulated to councillors). Cllr Bradbury advised that the Planning & Development Committee had received 2 planning applications for the premises occupied by Seasalt, but unfortunately the works had already been carried out prior to the applications being received by the Town Council.

It was RESOLVED by all to note the Minutes of the meetings as detailed above. All taken as received.

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

- a) *To receive the written report of the Neighbourhood Plan working group meeting of 14th October 2014. No recommendations for consideration.*

Cllr Bradbury advised that Community Engagement was paramount to the Neighbourhood Plan process, and that such engagement is ongoing. An application for financial grant assistance for the Plan will be submitted next year.

WDC Cllr Allen advised that there had been a difference of opinion between herself and WDC Planning Officers as to the extent of the Conservation Area but that this matter had now been clarified and it had been confirmed that the harbour and the car park did fall within the Conservation Area.

b) To receive the written report of the Highways and Footpaths working group meeting of 25th September 2014. No recommendations for consideration.

Cllr Betts provided a verbal summary of the reports already received by councillors. The Working Group noted that the numbers of people using the shuttle bus may now increase due to the relocation of the Health Centre to Reydon.

Cllr Allen advised that she had asked local businesses and organisations around Woodleys Yard to come to mutual agreements regarding the location/number of A boards and it was hoped that this matter was now resolved.

Cllr Ladd advised that Kier have a backlog of TRO's to implement but it was hoped that they will be implementing those in Southwold very soon.

Cllr Tobin advised that he would provide a further update on the shuttle at a future meeting.

c) To receive the written report and recommendations of the Leisure and Environment working group meeting of 20th October 2014. Recommendations include; Xmas Lights contribution, Fingerpost purchase, Canons repair project update, Ladies Walk signage update, contribution for bins for top of Ladies Walk, purchase of Freeman Board and Leaflet racks, policy re plaques on Victoriana seats.

Cllr Allen provided a summary of the report and recommendations (Minutes already circulated to councillors). The recommendations were considered on an individual basis;

(i) Xmas Lights - The working group felt that it was important for Xmas lights Event to continue and recommended that the Town Council again support the funding of the Event. The working group recommend that a donation of £1,000 be made to Adnams to assist with their costs for putting on the Event.

Cllr Ladd suggested that instead of contributing directly to the Christmas Lights, with a donation of £1,000, perhaps the Town Council would prefer to provide an electricity box on Barnaby Green so that lights could be made available. **After full discussion it was RESOLVED to provide a donation of £1,000 to assist with the costs for putting on the Event and that this be used for the provision of the electricity at Barnaby Green. Agreed unanimously.**

(ii) Fingerposts - It is the recommendation of the working group that the Town Council purchase one cast iron post for the area around the Pier to provide directions to the town centre, toilets etc. Actual location will need to be agreed with SCC Highways. The working group recommends the Town Council agree in principle to the purchase of the first fingerpost – budget £2,000 to include delivery and installation.

After full discussion it was RESOLVED by all to approve the recommendation.

(iii) Canons - The working group recommend that the Town Council consider providing a donation to this project once the contributions/grants from other sources have been determined.

Cllr Allen advised that quotes for the repair of the wooden carriages had been received and that quotes for the cost of repairing the ironworks were still awaited. Councillors felt that there would be enough community interest in this project to prevent the need for the Town Council to provide any donation. Suffolk County Councillor Ladd suggested that a request could be made for SCC Locality Funding. It was suggested that grant applications also be made to local trusts, as well as the Heritage Lottery Fund.

(iv) Ladies Walk signage - The working group recommends that the Town Council consider budgeting a figure for this project once the amount of other contributions has been established.

It was agreed that donations/sponsorship of the signage would be obtained and that the Town Council would be approached only if there was any shortfall.

(v) Bins - It is the recommendation of the working group that the Town Council contributes the balance of the cost, to enable the 3 bins to be purchased.

An allocation of £500 was discussed as a contribution to the purchase of 3 bins for the top of Ladies Walk. Suffolk County Councillor Ladd offered to provide £1,000 from SCC Locality Budget and asked the Town Council to consider match funding this to enable 6 bins to be purchased. **After full discussion it was RESOLVED to approve the purchase of 6 bins for the top of Ladies Walk, with £1,000 being provided from SCC Locality Funding and £1,000 to be provided from the Town Council.**

(vi) Freeman Board - It is the recommendation of the working group that a further Freeman Board be purchased and engraved appropriately, for the 4 new Freemen. The working group recommend that the sum of £1,500 be allocated for this cost.

Discussion took place as to the possible location for a new board. This to be considered further after the meeting. **After full discussion it was RESOLVED to approve the recommendation to allocate £1,500 to the cost of a new board.**

(vii) Leaflet Racks - It is the recommendation of the working group that a sum of £200 be allocated for the purchase of new leaflet racks.

After full discussion it was RESOLVED to approve this recommendation.

(viii) Victoriana Seats - After full discussion the working group recommend that plaques are not permitted on these seats and that they are retained as at present.

After full discussion it was RESOLVED to approve this recommendation.

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

- a) Bungay Civic Service – 3rd October 2014
- b) Lowestoft College Graduation Ceremony – 4th October 2014
- c) Needham Market Civic Service – 5th October 2014
- d) British Red Cross AGM – 8th October 2014
- e) William Alwyn Festival Reception – 9th October 2014

Forthcoming Mayor's events:

- Allotment Holders AGM – 12th November*
- Southwold & Reydon Society Annual Lunch – 19th November*
- St Edmunds Day 20th November – 2.30pm at church*
- Church of England Centenary Celebration – 23rd November*

Forthcoming Mayor and councillor events;

- Hastoe "Sod digging" event – 6th Nov – 2pm at Blyth Road.*
- Remembrance Sunday Parade – 9th November 10.15am from the Town Hall.*
- Armistice Day – 11th November – 10.50 at war memorial*

Mayors Support for Local Organisations – Sole Bay Care Fund and Alfred Corry Lifeboat Museum –

Mayors Ball – Sat 11th October 2014

The Town Mayor advised that £1,350 had been raised at the Silent Auction.

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

- a) Suffolk Coastal Public consultation on CIL – 6th October – 17th November 2014
- b) SALC AGM – 12th November at Henley Community Centre
- c) SALC Elections briefings dates - January 2015
- d) SALC new councillor workshops June 2015
- e) SALC 'Open and Accountable' workshop – 5th November 2014
- f) World of Planning evenings – various dates November 2014.
- g) Winter Gritting workshop – 28th November 2014.
- h) Suffolk Police and Crime Commissioner – letter dated 1st October 2014 regarding speed enforcement.

All correspondence as detailed above was noted by councillors.

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

- a) *Meeting with Town Plan Steering Group – Cllr Tucker advised the meeting that herself and Cllr Windell together with SCC Cllr Ladd and WDC Cllr Allen had met with some of the Town Plan Steering Group to provide a follow up on the progress made by the Town Council to date. Each section of the Plan was considered in depth. Discussion also took place as to the linkage between the data/thoughts within the Town Plan and that for the Neighbourhood Plan. It was suggested at the meeting that it would be a good opportunity to hold a public event to provide feedback on the action points arising from the Town Plan and to show its progress into a Neighbourhood Plan. After full discussion it was agreed that such a meeting would be held in 2015 once further Community Engagement had taken place in relation to the Neighbourhood Plan.*

- b) *Allotment Holders* – Cllr Doy provided a verbal update from the recent Allotment Holders’ meeting. The Allotment Association were very grateful to the Town Council for the work undertaken on the Japanese knotweed which is already dying back. The Allotment Association AGM is on 12th November 2014.
- c) *Safer Neighbourhood Team /Crime Prevention* – Cllr Doy provided a verbal report on the recent meeting. Cllr Doy advised that PCSO Haden was presently off work following a hospital operation. The Town Council noted that the Service Level Agreement for the PCSO would therefore be extended by the corresponding period. Cllr Doy advised that Sgt Tompsett had now retired after 30 years’ service. A card has been sent by Southwold Town Council.
- d) *Christmas Lights Event* – Cllr Ladd provided an update on the arrangements for the Christmas Lights evening which is taking place on 5th December. Cllr Ladd advised that he is trying to get more community groups involved with such events and the Sole Bay Lions Club are keen to assist with the Christmas Lights this year. The Pantomime Group will also be part of this year’s events.
- e) *‘Beyond the Surge – Why the Coast matters’ – Suffolk Coast Forum – 8th October 2014* – Cllr Allen provided a report from this meeting.

10. **Financial Matters**

- a) *To receive the Accounts for Payment for October 2014 (circulated to members).*
The Accounts for Payment were noted and approved.
- b) *To receive Town Council external audit report for year ended March 2014.*
Councillors had received copies of the external audit report for the year ended March 2014. The details for the notice board have been made available as required by the Audit Commission. The Town Clerk was thanked for all of her work on the audit.

11. **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.

(i) Cllr Doy advised that the Cadets have not been able to undertake any cleaning of the War Memorial as yet, but they will help with the cleaning of the Town Sign. Cllr Doy also advised that Norse is undertaking some cleaning around Woodleys Yard.

(ii) Cllr Ladd advised that the Suffolk Police & Crime Commissioner has recently communicated with parishes in relation to speeding. It was suggested that the Town Council should write to the Police & Crime Commissioner and ask for an update on PCSO powers and ask whether there were any plans for the PCSO powers to be increased.

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

Tuesday 25th November 2014 at 8.00pm at the Town Hall.

There being no further business the meeting closed at 8.50pm.

_____ TOWN MAYOR 25th November 2014