

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 25th November 2014.

PRESENT: Councillor Miss E A Betts (Town Mayor)
“ Mrs S Allen
“ I R Bradbury
“ Mrs S M Doy
“ Mrs K P Flodin
“ M Ladd
“ S J Tobin
“ J A Windell
“ J R Winter

Also attending: The High Steward, 1 member of the public, 1 member of the police and the Town Clerk.

BUSINESS

1. **Apologies:** Apologies were received from Cllr Baggott and Cllr Tucker.
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 28th October 2014 were confirmed and signed.

Cllr Ladd advised that the donation agreed by the Town Council in the previous Minutes for £1,000 to provide electricity at Barnaby Green had not been required as UKPN had offered to carry out this work free of charge as a goodwill gesture to the Town Council. Cllr Ladd asked whether this donation could still be used for the Christmas Lights, and this time being used to ask UKPN to put power at Electricity Green. All agreed unanimous.

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:** SCC Cllr Ladd advised that the TRO's are now in place. He also advised that UKPN had

undertaken a survey of the electricity poles in town and that their report states that some of the wooden electricity poles are in a bad condition. Some of the poles have lighting, and therefore new poles and lamps will be required, and once erected the current poles can be dismantled. Cllr Ladd is liaising with Suffolk County Council on this matter.

Cllr Ladd advised that Health East would be carrying out a consultation in due course together with a drop-in day which is to be held on 16th December at the Stella Peskett Millennium Hall.

- (b) **To receive a report from Waveney District Councillors:** WDC Cllr Allen advised that CIL was discussed and agreed recently by the WDC Cabinet, and that 5% of the receipt of CIL will be retained by WDC. Cllr Allen also advised that she had attended a Touching the Tide meeting at which the grant to Southwold Town Council for refurbishment of the cannons was confirmed.
- (c) **To receive a report from the police representative:** PCSO Vincent attended the meeting and provided the police report - a hard copy of these is attached to the Minutes.

Questions to the Police:

Cllr Doy asked about an incident at Gun Hill and the police replied that a vulnerable missing person had been found safely.

The police were asked whether they would have a presence at the Christmas Lights Event and PCSO Vincent confirmed that staff from Beccles would be assisting, together with Special Constables and the new Sergeant who is Sgt Justin Siggins.

The police were asked for an update about the match funded PCSO who has unfortunately been unwell. PCSO Vincent confirmed that PCSO Haden should be returning to light duties after 4th December, and that PCSO Wallace should also be returning in due course.

- (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 28th October 2014 (see attached).*

Cllr Bradbury advised that WDC Planning Officers had been asked to clarify their decision for 7 Salisbury Road and explained why they had gone against the STC decision.

b) *To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 11th November 2014 (see attached).*

Cllr Bradbury advised that this was a very lively and informative meeting at which there had been much debate about the proposed designs contained within the applications being considered.

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 and recommendations of the Neighbourhood Plan working group meeting of 11th November 2014 (see attached)

Cllr Bradbury summarised the report that already been forwarded to councillors. All councillors were asked to publicise the Open Day which is being held on Saturday 6th December from 10am – 3pm at the Town Hall.

RESOLUTION: It is recommended that the Town Council fund the visit of the consultant on this occasion (funding £200 + vat and mileage being available within the STC budget). No Town Council commitment required at this stage for future visits. After full discussion it was RESOLVED by all to approve this recommendation.

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

Pit Stop Halloween Party – the Town Mayor advised that this event had been very well attended and that there had been approximately 70-90 children at the event.

Remembrance – 9th November

Armistice Day – 11th November

Allotment Holders AGM – 12th November

Southwold & Reydon Society Annual Lunch – 19th November

St Edmunds Day 20th November

Chairman of Suffolk's Reception -21st November

Church of England Centenary Celebration – 23rd November

St Barnabas Special General Meeting – 25th November

Forthcoming Mayor events ;

Bungay Town Dinner – 28th November

Carols by Candlelight at Beccles – 13th December

WDC Christmas Carol Service – 19th December

The Town Mayor advised that the Mayor does get invited to many carol concerts, and asked whether this had been something that the Town Council had ever considered hosting or attending within Southwold. Councillors advised that the Rotary Club had previously organised the carol service to which the Town Council had been invited but that this event had not taken place for several years. It was agreed by all that the Clerk contact the Vicar to ask whether it would be possible for the Town Council to formally attend the church Christmas Carol Service in future years.

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

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

a) Poppy Appeal – donations received at Town Hall.

b) Sizewell C Community Forum – Cllr Windell expressed concern that the consultation process had been delayed. Cllr Allen advised that the AONB are supposed to be meeting with Sizewell in early December.

- c) *Great Yarmouth and Waveney Clinical Commissioning Group meetings*
- d) *Town and Parish Liaison Budget review meeting – 26th November*
- e) *Winter gritting workshop – 28th November*

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

- a) *SALC ‘Open and Accountable’ workshop – 5th November 2014*
- b) *Allotment Holders – Cllr Doy provided a verbal report from recent meetings of the Allotment Holders and advised that 1 of the allotments had suffered from flooding on 3 recent occasions.*
- c) *SALC AGM – 12th November at Henley Community Centre – Cllr Tobin provided a verbal report from the SALC AGM which included information about the filming of meetings. Cllr Bradbury advised that he had attended a meeting organised by SALC at which the protocol for the filming of meetings had been discussed. This is now Government legislation and is a means of ensuring that councils are open and accountable. SALC have recommended that council consider having a protocol for the reporting of meetings, and this will come to a future meeting of the Town Council.*
Cllr Ladd advised that SCC have introduced their own protocol policy and they do record all of their own meetings so that they have a true and accurate record of discussions that take place.
- d) *Christmas Lights Event – Cllr Ladd advised that the Christmas Lights Event is on 5th December. Lights and trees are presently being erected in the High Street. The Town Mayor invited all councillors to a reception in the Council Chamber immediately following the switch on of the lights.*
- e) *World of Planning evenings – various dates November 2014. Cllr Bradbury provided a verbal report from the World of Planning evenings which councillors Bradbury, Doy, Flodin and Tucker had attended.*
- f) *Powering up Suffolk. The Town Mayor advised that herself and Cllr Doy had attended this meeting. Presentations included information regarding solar panels and loft insulation. Following the formal presentation discussions were held on an individual basis and Cllr Doy and the Town Mayor discussed the possibility of electric/solar panels for the Pit Stop on the Common. It was suggested to them that the roof of the building would not be large enough to create sufficient electricity from solar panels, but that the Common Trust could consider having solar panels in an area near to the Water Tower which could potentially create electricity for the Pit Stop pavilion, Water Tower and Golf Club. Further research to be undertaken.*
- g) *Jt Harbour Committee – confirmation of provisional meeting dates. Cllr Bradbury provided a verbal report and confirmed that the public meeting of the Joint Committee is to be held on Wednesday 10th December at 3pm at the Stella Peskett Millennium Hall.*

10. **Financial Matters**

- a) *To receive the Accounts for Payment for November 2014 (circulated to members)*

The Accounts for Payment were noted and approved.

- b) *To receive the report and recommendation from the Budget working group meeting held on 4th November 2014 for the Budget for 2015/16 and to confirm precept for 2015/16.*

To approve the resulting budget for 2015/16 as presented and confirmed at the meeting held on 4th November 2014. It was RESOLVED by all to approve this recommendation.

To approve that the precept for Southwold Town Council for 2015/16 – Following a line by line analysis of the above budget for 15/16 and the income and expenditure for the year, it was RESOLVED to approve a £0 precept for Southwold for the year 2015/16. Unanimous.

c) To consider a donation to Royal British Legion. Discussion took place regarding a donation to the work of the Royal British Legion. Taking account that 2014 is the 100th Anniversary, it was RESOLVED by all to provide a donation of £200.

11. **Shuttle Bus** - *to consider the report and recommendation as attached.*

Cllr Tobin presented the report that had been previously circulated to councillors together with the recommendations.

Discussion took place regarding the report and the options available to the Town Council in relation to the employment of a driver(s). Cllr Tobin was asked whether a further option would be for Adnams to provide a driver rather than making a financial contribution to the Town Council, as this would negate the need for the Town Council to employ a driver direct. Cllr Tobin confirmed that this option had not been fully explored with Adnams. The meeting was advised that Adnams would require the bus to be “wrapped round” with the Adnams logo but that the back doors would be retained for existing sponsors until such time as those sponsors contributions expired.

After full discussion it was agreed to defer the decision on the recommendations contained within this report, until such time as Adnams had been approached regarding the option of them providing a driver direct. Cllr Ladd and Cllr Tobin to explore this option further.

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 Tobin advised that Suffolk Resilience had provided Southwold & Reydon Emergency Group with a “grab bag” for emergency events. Thanks were extended to Cllr Tobin for all of his work with the Emergency Group.

Cllr Doy advised that under the Charter, market days are Mondays and Thursdays. However Christmas Day falls on a Thursday and the market traders would instead like to attend the market on Christmas Eve. The Town Clerk had contacted both WDC licensing and the police, and neither would have any objection to the market taking place on Christmas Eve. **After full discussion it was RESOLVED by all to permit the market traders to attend in Southwold on Christmas Eve this year.**

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) Confidential Report from Landlords Working Group meeting of 10th November 2014 (Landlords 10.11.14) and recommendations contained therein regarding Town Council properties and tenancies.

It was RESOLVED unanimously to approve all recommendations within the Report.

b) Confidential Report and recommendation from Budget working group meeting of 4th November 2014 (Budget Report 1 / 2014) regarding (i) and (ii) Memorial seats.

It was RESOLVED unanimously to amend recommendation (i) to £100 per year maintenance fee for memorial seats, and to approve unanimously recommendation (ii) re memorial seat renovations and repairs 2014/15.

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

Tuesday 27th January 2015 at 8.00pm at the Town Hall.

_____ TOWN MAYOR 27th January 2015