

## 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 27<sup>th</sup> January 2015-**

PRESENT: Councillor S J Tobin (Deputy Mayor)  
“ Mrs S Allen  
“ I R Bradbury  
“ Mrs S M Doy  
“ Mrs K P Flodin  
“ M Ladd  
“ R D Temple  
“ Mrs M C Tucker  
“ J A Windell  
“ J R Winter

Also attending: PC Sadler, The High Steward, 2 members of the press, 1 member of the public, 1 member of the police and the Town Clerk.

The Deputy Mayor, Cllr Tobin made a presentation to PC Sadler who is retiring on 17<sup>th</sup> February 2015 after 30 years' service in the police force, principally in the Waveney District area. Thanks were extended to PC Sadler for all of his hard work in Southwold.

### **BUSINESS**

1. **Apologies:** Apologies were received from Cllr Betts and Cllr Baggott.
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 25<sup>th</sup> November 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 there was no report from Suffolk County Council due to the Christmas break.

The meeting was advised that Suffolk County Council is presently repairing potholes.

- (b) **To receive a report from Waveney District Councillors:** Cllr Allen advised that there was no report from Waveney District Council due to the Christmas break.
- (c) **To receive a report from the police representative:** The police report was provided to the meeting and hard copies made available for the Town Hall. The police advised that the Priority Setting Meeting has taken place and that ‘rogue traders’ are a priority issue. The police are considering endorsing a Trading Standards recommended area for “no cold calling zones” – but this can only apply to one road in a parish at the present time. The police asked SCC Cllr Ladd to discuss the matter with the County officers, as the police would prefer for other areas in Southwold to also be covered. Cllr Ladd advised that when this had previously been spoken about some 18 months ago, the Town Council had felt that St Edmunds Road would be appropriate.

The police also advised that the traffic unit will be undertaking speeding assessments on the Halesworth Road in Reydon.

The police advised that the SNT meetings are not likely to continue due to the lack of members of the public who attend. An alternative way of engaging with the public will be considered by the police. The police also advised that on 2<sup>nd</sup> February an announcement will be made by the police in respect of SNT teams, and this could have implications at a local level.

Cllr Ladd extended his thanks to the police for their assistance on Christmas Lights Switch on night.

- (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 25<sup>th</sup> November 2014 (see attached).*

b) *To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 9<sup>th</sup> December 2014 (see attached).*

c) *To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 13<sup>th</sup> January 2015 (see attached).*

Cllr Bradbury presented the reports. **It was RESOLVED by all to take these as read. Decisions on Planning applications are detailed within the Cttee minutes.**

d) *To receive the written decision from the Joint Harbour Cttee meeting held on Wednesday 10<sup>th</sup> December 2014 (see attached).*

Cllr Windell presented the written report and decision from the Joint Harbour Committee meeting as already circulated. Cllr Windell advised that stakeholders are being invited to a harbour workshop on 7<sup>th</sup> February 2015 at the Town Hall. This is being facilitated by WDC. Councillors are welcome to attend, but will not take part in the workshop.

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

a) *To receive the written report of the Neighbourhood Plan working group meetings of 9<sup>th</sup> December 2014 and 13<sup>th</sup> January 2015 (see attached). No recommendations.*

Cllr Bradbury presented the report for which there were no recommendations.

b) *To receive the written report and recommendations from the Highways and Footpaths working group meeting of 10<sup>th</sup> December 2014 (see attached). Recommendations; 1) to consider parking feasibility study for Gardner Road car park, 2) A Board policy to be advised to all businesses.*

Cllr Tobin presented the report. Cllr Ladd referred to the item relating to hard standing Fieldstile Road/St Edmunds Road and advised that as Suffolk County Councillor he would assist with funding half the cost of this project from his SCC Highways budget. Highways & Footpaths working group will consider the matter at their next meeting.

The Town Council considered the recommendation in relation to the Gardner Road car park. Discussion took place as to whether this study should take place independently, or as part of the parking review. Some members felt that by undertaking Gardner Road as a separate project, this could have a knock on effect for the parking review as a whole, although it was also acknowledged that it would provide funds for undertaking the parking review itself. After full discussion the Town Council considered that as the Highways & Footpaths are a working group, their Terms of Reference enable them to undertake research themselves on such matters, at any stage, to then present to Town Council for a formal decision. Matter referred back to the Working Group for further consideration.

2) A Board policy to be advised to all businesses – **it was RESOLVED by all to approve this recommendation.**

c) *To receive the written report of the Leisure and Environment working group meeting of 8th December 2014 (see attached). No recommendations.*

Cllr Allen provided the report as already circulated. With regards to seeding on Ladies Walk, it was provisionally agreed for further seeds to be sown on 11<sup>th</sup> April 2015.

Cllr Ladd advised that the Governor of Hollesley Bay Prison had contacted him after seeing the media article relating to memorial benches, to advise that the Hollesley Bay Community Team could undertake works on these. It was agreed for Cllr Allen ( as Chair of the working group), and Cllr Ladd to discuss this further with Hollesley Bay.

d) *To receive the written report from the joint planning meeting of 15<sup>th</sup> December 2014 (see attached).*

Cllr Bradbury presented the report. No recommendations for approval.

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

*Bungay Town Dinner – 28<sup>th</sup> November*

*Carols by Candlelight at Beccles – 13<sup>th</sup> December*

*St Felix Carol Service – 17<sup>th</sup> December*

*WDC Christmas Carol Service – 19<sup>th</sup> December*

*Southwold Hospital – 25<sup>th</sup> December*

*Visit by members of the ‘Township of Southwold’, Ontario to the Town Hall – 6<sup>th</sup> January 2015. Cllr Ladd provided the meeting with details of the visit which had been well received by those attending from Southwold, Ontario. Cllr Ladd advised*

that there does seem to be a connection between Southwold, Suffolk and the Canadian town and it was believed that previous residents of Reydon Hall may well have emigrated to Canada and hence the connection with the name of Southwold.

*Forthcoming Mayor events for the next month;*

Southwold (Sole Bay) Lions Club Annual Charter Celebration – 7<sup>th</sup> February

### **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) *Salc Area Meeting Dates for 2015* – noted by all.
  - b) *Woodsend Marsh embankment repairs* – noted by all.
  - c) *Consultation re car parking at Darsham Station* – Councillors has received the Consultation regarding the potential for charging at Darsham Station. Discussion took place and members suggested that as this is a rural area, and as there is no bus service from Southwold to Darsham, residents of Southwold have to use a car to get to the station and would in future therefore need to pay. After discussion **it was RESOLVED on a majority to respond to the consultation and advise that Southwold Town Council would therefore prefer that no charges be implemented in view of the lack of choice of transport to the station.**
  - d) *St Edmunds Southwold PCC – Public exhibition dates* – noted by all.
  - e) *Age UK – 11<sup>th</sup> Feb – Millennium Hall* - noted by all.
  - f) *Home Start Suffolk – volunteers required for Southwold Area* - noted by all.
  - g) *Letter from the 'Township of Southwold, Ontario, Canada* - noted by all.
  - h) *Draft Open Space Needs Assessment – consultation to 30<sup>th</sup> January 2015 available at [www.consult.waveney.gov.uk](http://www.consult.waveney.gov.uk) - noted by all*
  - i) *Sizewell Safety Advice brochure.* Cllr Windell advised that the original evacuation plans had been considered too limited by stakeholders, including the Town Council. The meeting was advised that the safety advice brochure was appropriate as an initial advice but that it was hoped that something more substantial would be available too. It was agreed that the Town Council would ask for a copy of the evacuation plan.
  - j) *Local Government Parish Polls consultation to 30<sup>th</sup> January 2015 available at [www.gov.uk/government/consultations/parish-polls](http://www.gov.uk/government/consultations/parish-polls).* - noted by all.
  - k) *E mail from Southold, New York re their anniversary.* Councillors noted the contents of the email. Cllr Bradbury advised that the Museum had also received an email, advising that members from Southold would be visiting Southwold, Suffolk in the summer. The Town Clerk has been asked to liaise with Southold on behalf of both the Town Council and the Museum, to ensure that appropriate arrangements can be made should members from Southold be intending to visit.
  - l) *Survey re Suffolk Policing – consultation deadline 28<sup>th</sup> January 2015* - noted by all.
9. **To receive reports from the Town Council Representatives on other bodies/organisations, of meetings attended including:**
- a) *Allotment Holders* – Cllr Doy provided a verbal report. The meeting was advised that there are still 11 residents on the waiting list. Cllr Doy advised that there were matters to be considered in relation to parking for the Allotment Holders – this will be considered by the Landlords Working Group.

- b) *Christmas Lights Event – 5<sup>th</sup> December 2014.* Cllr Ladd provided a verbal report for the meeting. It was felt that once again this had been a very successful event. It was acknowledged that some of the lighting had unfortunately not worked as intended, but this will be rectified for future years. Various attendees on the night had subsequently contacted the organising group with suggestions for 2015. Thanks were extended to Adnams for their financial assistance with the event. Over the past 3 years Adnams have contributed £26,000 to enable the event to take place.
- c) *SNT – 7<sup>th</sup> January 2015.* Cllr Doy provided a verbal report on the meeting. See police report above for further details.

10. **Regulations regarding Dogs on Southwold Beach** – Cllr Ladd advised that he had been requested to have this as an agenda item as there had seemed to be issues over the Christmas period with dogs running off their leads in areas of the beach where this was not permitted. Council noted that they had in the past tried to extend the byelaw for the area where dogs should be on leads/prohibited but that this had not been successful. Cllr Ladd advised that new regulations have just come into place which may provide a further opportunity for the Town Council to clarify the actual areas where dogs should be permitted. The existing order can operate for a maximum of a further 3 years under the new legislation. Council felt that it was opportune to look further into the situation at this stage. **It was RESOLVED by all for Councillors Ladd, Allen, Doy and Windell to meet with WDC to discuss the new legislation and the manner in which any new legislation could be enforced.** Councillors acknowledged that responsible dog owners are as frustrated as non dog owners with the issues arising from the present bylaw and that clarity is required.

11. **Financial Matters**

a) *To receive the Accounts for Payment for December 2014 and January 2015 (circulated to members).* **The Accounts for Payment were noted and approved.**

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 he would be standing down as the person responsible for raising the flag at the Town Hall. Volunteers were requested to take over this role.

Cllr Tobin advised that a display had been created in the front foyer, detailing the projects undertaken by the Town Council in 2014 (56 projects in total). The display also acknowledges that the combined service/experience of existing councillors is cumulatively 179 years of service. Thanks were extended to all councillors for their dedication to the town.

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 15th December 2014 and the recommendations contained therein regarding Town Council properties and tenancies.

**It was RESOLVED by all to approve recommendations in relation to items 5, 6 and 8 regarding Town Council properties and tenancies and to refer item 1(e) of the report back to the Working Group for further consideration.**

b) Confidential Report and recommendation in relation to Southwold Shuttle Bus.  
**It was RESOLVED to approve by a majority, the recommendation in relation to the operation of the Southwold Shuttle bus.**

c) Staff - To note the revised NALC pay scales for staff and recommendations relating to pay scales.  
**It was RESOLVED by all to approve the recommendation to implement in the revised NALC pay scales for the 2 members of staff for the period 1<sup>st</sup> January 2015 – 31<sup>st</sup> March 2016.**

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

Tuesday 24<sup>th</sup> February 2015 at 8.00pm at the Town Hall.

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TOWN MAYOR 24<sup>th</sup> February 2015