

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held on Tuesday 26th May 2020 at 4pm via Zoom

PRESENT:	Councillor	I Bradbury – Town Mayor
	“	Miss A Betts
	“	D Beavan
	“	S Flunder
	“	Mrs P Goldsmith
	“	Mrs J Jeans
	“	Ms J Jordan
	“	M Ladd
	“	M Rowan -Robinson
	“	S Tobin
	“	J A Windell

Also present; 5 members of the public, the Town Clerk and the High Steward.

Before the meeting the Town Manager provided members with a presentation on the networking with businesses, the Southwold business recovery plan, potential events, and the corresponding activity plan. (Presentation available on the Town Council website).

Thanks were provided to the Town Manager for all of her work liaising with the businesses. Members asked that sport/recreation be included within the plans as well as use of indoor facilities once the later were permitted to open.

Mention was made of the temporary one-way pedestrian system that is being trialled in the High Street to assist social distancing. The scheme is being refined as the need arises.

Agenda

1. **Apologies:** There were no apologies for absence
2. **Declarations of interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.* Cllr Jeans declared a personal interest as Chair of SouthGen.
 - b) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.*
Nil
 - c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* N/a
 - d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.* Noted.
3. **Minutes:** (i) To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 5th May 2020.
On the proposal of Cllr Flunder, seconded by Cllr Windell it was unanimously RESOLVED to approve the Minutes of 5th May 2020.

Public section

4. a) *To receive a report from East Suffolk Councillor D Beavan.*
Cllr Beavan advised that Multi agency partnership being set up. Council business is resuming.
- b) *To receive a report from Suffolk County Councillor Ladd.*
Cllr Ladd advised that SCC is holding meetings remotely. The Boundary Commission Review has been postponed. Household Waste sites have opened successfully. Home School Transport is an issue in relation to the children going back to school. SCC is looking at initiatives relating to Safe Spaces. Southwold is the first town to implement the one-way pedestrian system – others are also organising this.
- c) *To receive comments from Southwold electors on matters on the agenda.*
A member of the public asked about the future of the Station Road project.
A member of the public asked about the Civil Parking Enforcement.
A member of the public asked about the alexander on North Parade and whether there were any plans from Norse to cut this back. The member also advised Councillors of the increase in birds/wildlife during Covid lockdown.

5. **Southwold Harbour**

- a) *To consider council response to Southwold Harbour consultation.*
Cllr Bradbury advised that a response would need to be prepared to send to ESC – it was suggested that members send in any suggestions to the Town Clerk prior to 1st June 2020. Members were advised that there were 2 questions to respond to in the consultation.
Cllr Ladd advised that various skills will be required – and requested that the key competencies be detailed. It was also mentioned that these should be relevant and applicable to all applicants. Cllr Rowan Robinson asked that ‘leisure and tourism for the benefit of residents and tourists’ be included.
- b) *To receive complaint and responses regarding lighting pollution from premises along Harbour.*
Members received details of the complaint and discussed how the issue might be rectified as it is not a planning issue but is causing light pollution on both sides of the Harbour. Cllr Beavan advised that the only solution may be to involve Natural England/Suffolk Wildlife Trust for their guidance.
Cllr Windell suggested that the light could be operated on a PIR – owners to be contacted.

6. **Planning Committee**

- a) *To receive minutes of Planning Cttee meeting of 1st May 2020. No recommendations.*
Noted
- b) *Police station site - To receive update on planning application and approved nomination for asset of community value.* Cllr Jeans advised that there was no update and that this implied that the police authority have not decided whether to appeal.
Cllr Beavan advised that he had contacted the scout master about the scout hut being made an asset of community value.
Cllr Jeans was asked to confirm whether the owners would need to consent to an application being made. Members were advised that owners would need to support the application to move it forward and that the Council would need to have a viable proposal for the site.

7. **Covid Community Group** – *to receive update.*

Cllr Bradbury advised that there was nothing but praise for the work of the community group. Thanks were expressed to Cllr Beavan and the volunteers, together with Cllrs Tobin and Windell, for all of the work that they are doing within the group. Thanks were extended to the VHC for their work too – and to the Co-Op for their help with the food bank provisions. Discussion took place about the perishables provided by Morrisons and how to suitably use these. Cllr Beavan advised that the 400 volunteers have pulled together well and that the resources need to be used to build a good social community.

8. **Finance and Gov cttee**

a) *To receive the Accounts for Payment for May 2020.*

On the proposal of Cllr Windell seconded by Cllr Betts it was RESOLVED by all to approve the payments as presented.

Cllr Beavan asked that further details be circulated to members on the payments to JM Environmental, Mills and Reeve and Topcat media.

b) *To receive the minutes of the Finance and Governance cttee meeting held 15th May 2020 Fin Rep 05.20. Recommendations in relation to emergency Covid donation fund allocation, and shuttle service.*

Donations Budget - On the proposal of Cllr Betts, seconded by Cllr Jordan, it was agreed by all that the £15k donations budget for 2020-2021 be designated for Covid related matters. This to include assistance with the Covid social distancing measures/barriers required as part of the risk assessment for the market to be operational.

Cllr Jeans asked that ‘Covid related matters’ also include sustainable travel measures. Cllr Jeans asked about the donations budget that had been allocated to assist with the parking project at the Millennium Foundation – Cllr Ladd confirmed that the monies would not be required in 2020/21.

Shuttle Service - On the recommendation of Cllr Betts, seconded by Cllr Flunder, it is recommended by the Finance Cttee that the provision of the shuttle service by Southwold Town Council be ceased on a permanent basis.

Discussion took place regarding the proposal. In view of the social distancing measures that would now be required the service will not be financially sustainable. This will be further impacted if, as understood, Adnams were not to support with sponsorship.

The shuttle has supported the community for several years but despite requests no other organisation has come forward to operate the present service, either in its present or a revised form. Various alternative governance models have also been considered but none have so far been found to be appropriate.

It was suggested that other organisations be contacted again and be given an opportunity to run a service - with any money raised from the sale of the bus to be used towards cycling initiatives.

Cllr Beavan advised that he has been looking into transport solutions and would like 6 months more to consider an alternative use for the bus.

On the recommendation of Cllr Betts, seconded by Cllr Flunder, it was RESOLVED by all that the provision of the shuttle service by Southwold Town Council be ceased on a permanent basis.

c) *Council to receive, and if agreed, approve revised budget for 2020-2021.*

(Budget to be reviewed and updated at each meeting of Finance Cttee).

Revised budget, to take into account implications of Covid 19, was provided to members. Cllr Flunder advised that a thorough process had been implemented to review the budget and that a prudent budget was being presented. The revised budget indicates a potential reduction in revenue streams, and the options for reducing expenditure to ensure that a robust balance is still maintainable.

Re Station Road redevelopment –within the budget there is the allocation of capital sale reserves towards the project and a sum of £100k being allocated for decontamination remediation.

Thanks were extended to the Town Clerk for promptly reviewing the budget for the Covid implications.

On the proposal of Cllr Betts, seconded by Cllr Ladd, it was RESOLVED by all to approve the revised budget for 2020/21.

9. **Landlords Cttee**

a) *To receive update on impact of Covid 19 on property repairs schedule/ timescales.*

Cllr Windell advised that the Covid 19 effects could potentially delay some of the repair/maintenance works - businesses are gradually going back to work.

No 1 Hurren Terrace – Scaffolding is down, and inside works are restarting

No 5 Hurren Terrace – expressions of interest being taken

No 7 Hurren Terrace – scope of works being drawn up to send out to tender

Flat 21 Market Place – out for tender

Mills Butchers – water system needs maintenance.

b) *To consider, and if agreed, approve budget of £5000 for feasibility study into conversion of property at 1 Strickland Place.*

Council has agreed previously to consider conversion of the property into 2 flats.

Costs and potential income to be ascertained to consider the feasibility.

Rather than a full feasibility study it was suggested that a builder/surveyor initially be asked to consider what might be possible at the property. And to guide on potential costs.

It was RESOLVED by all that the Chair of Landlords and the Town Clerk make the arrangements for this.

10. **Date of next Council meeting** – Tuesday 9th June 2020 at 4pm.