

## SOUTHWOLD TOWN COUNCIL

### Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 7.30pm on Tuesday 22<sup>nd</sup> February 2022.

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

Also present; The Town Clerk and 4 members of the public via Zoom.

1. **Apologies:**

*To receive apologies for absence.* Apologies for absence were received from Cllr Ladd, Cllr Temple and the High Steward.

2. **Declarations of interest:**

a) *To receive any declarations of Personal Interest regarding the agenda.*

Cllr Betts declared a Personal Interest in Agenda item 8b) as a Trustee of the Millennium Foundation.

Cllr Flunder declared a Personal Interest in Agenda item 8b) as a Trustee of the Millennium Foundation.

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.* 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) *To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 25<sup>th</sup> January 2022.*

**On the proposal of Cllr Betts, seconded by Cllr Goldsmith it was RESOLVED by all to approve the Minutes of the Town Council meeting held on Tuesday 25<sup>th</sup> January 2022.**

4. **Public Participation**

a) *To receive a report from East Suffolk Ward Councillor D Beavan.*

*ESC Cllr Beavan will then take questions from Councillors and electors.*

ESC Budget meeting is taking place tomorrow. Local Government Salary pay claim is still outstanding. Business rates are still an issue. ESC Ward Cllr Beavan advised that he has a question and motion in for the ESC meeting tomorrow regarding Covid grants and businesses. Cllr Beavan advised that ESC invests more in other Councils than any other Council - £97m. Most Councils usually borrow. Cllr Beavan will be

calling on ESC to invest in the environment i.e., 2 x 22kw chargers – fast chargers for cars (Church Green has a few teething issues) and reinvest into Sustainable Transport = asking for £8m to invest in ESC.

Planning – used to be able to “call in” now cannot do this as much of the work is delegated. Asking that call in is reinstated. Walberswick P C is having many problems in this respect.

Camper Van – Pier – gentleman not staying overnight now but in the longer term there is a need for somewhere for them to go.

Potters bridge – Broad = full but no flooding. Need to think about next winter and for County Highways to come up with a plan.

Cllr Jeans asked ESC Ward Cllr Beavan – What is Homechoice doing? No-one has bid for the flats at the Hospital, but Cllr Jeans knows of 2 people who have local connections who could not bid. Could Cllr Beavan look into this? Regarding 13 Station Road – the Town Council does not get any government housing grant so it cannot change social housing rent.

Cllr Goldsmith asked about the green bins which are being used by holiday homeowners - these will not now be collected (even though they are paying for this). Cllr Beavan asked that Cllr Goldsmith email him with the query.

Cllr Goldsmith – mobile van was coming back to park on North Parade at 11pm. Cllr Beavan advised that the vans cannot be moved unless he is staying the night. If any of the vehicle’s owners are abusive then the police must be advised.

*b) To receive report from Suffolk County Councillor M Ladd.*

*SCC Cllr Ladd will then take questions from Councillors and electors.*

*Councillors wished Cllr Ladd well.*

*c) To receive comments from Southwold electors on matters on the agenda (each elector will be allowed a maximum of 3 minutes).*

*(10 minutes will be allocated overall for this section- subject to Town Mayor discretion).*

The Town Mayor read questions from the public to the meeting relating to Station rd. redevelopment and answered as follows;

- 1) Project Notes will go on website. Risk Register is not public.
- 2) Operator brief has been sent out.
- 3) Finance Committee will consider the overall project costs and respond.
- 4) If a new Business Plan is considered necessary, this will be done by the operator as part of their bid as it might influence their interest in the site.
- 5) Town Co-ordinator role will be discussed under Agenda item 6).

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

*a) To receive the written report of the meetings of the Planning and Development Committee held on 1<sup>st</sup> February 2022 and 15<sup>th</sup> February 2022. No recommendations.*

*b) To receive a verbal update from Planning and Development Committee on any further planning/development matters. No update.*

*c) Landlords Cttee – To receive the written report of the Landlords Cttee meeting of 25<sup>th</sup> January 2022 REP LL1/2022. ++ No recommendations.*

*d) Leisure and Environment Cttee – No Committee meeting held.*

*To receive verbal update on community meeting zoom regarding preparations for Platinum Jubilee events.* Cllr Rowan-Robinson - Zoom Community meeting held – about 30 attended. Plans – nebulous. Need to confirm plans and produce a programme to focus people’s minds (and circulate to Councillors). The Town Council are organising events on Gun Hill on Thursday evening – Lone Piper/Cannons/Beacon/Fireworks. Town Party on Sunday 5<sup>th</sup> June at St Edmunds Green and Arts Centre. Bid has gone to the Arts Council for events in Southwold and Reydon for £10k – decision = 1<sup>st</sup> April. Write to Reydon PC for their plans. Suggest L&E meet to confirm events and budget. Cllr Rowan-Robinson events are community events.

**Cllr Goldsmith advised on behalf of L&E – Ferry Road Garden. Soil to take away. £1100 + vat - £800 - top soil = £2k which is over and above the budget. On the proposal of Cllr Jordan, seconded by Cllr Goldsmith it was Agreed by all to approve these costs.**

**It was noted that care needs to be taken regarding putting in only clean topsoil.**

6. **To receive reports from working groups.**

a) **N Plan Task and Finish Group.** (*N Plan = as per Town Council priorities 2019 – 2022 c) encourage full time residency within the Town d) Preserve and enhance the natural and built environment*). To receive update on Neighbourhood Plan Referendum. Result = good pass. Turnout was a strong endorsement of what the Town Council is doing.

b) *Sustainable Travel cttee* – to receive the working group update notes of the Sustainable transport group. *To consider and if agreed approve costs for feasibility/design study for improving pedestrian safety/reducing traffic in East Street by implementing loading only bays.*

Cllr Bradbury advised regarding Quiet Lanes - wait to see how it might be put forward in Southwold. Initiative is similar to “shared space” and would be a good scenario for Southwold. Roads aren’t big enough in Southwold.

Concern was expressed about making Ferry Road a quiet lane as Lifeboat personnel need to go quickly if they get a “shout out”.

Cllr Jordan – good idea but take a long while i.e., 18 months for Reydon PC.

Cllr Bradbury explained that the criteria is quite demanding, but this would be for SCC to decide. **Quiet Lanes –SCC to be asked to investigate/inform pro-actively on Quiet Lanes.**

**Recommendation re East Street. Council to consider whether it would wish to go ahead with feasibility/design to improve pedestrian safety and reduce traffic in East Street by converting existing parking spaces to loading only bays - at a cost of £3875.62 (plus any subsequent costs of implementation).** The proposal was put forward by Cllr Bradbury, seconded by Cllr Goldsmith.

Discussion took place about whether this was the role of SCC anyway. Query was raised as to whether this is a priority? – what is the benefit? Need signage more.

Cllr Flunder suggested that SCC is responsible for protection of pedestrians. But needs to happen. Very narrow area with too many pedestrians and is a pinch point.

Cllr Jeans advised that we will not be able to pedestrianise the High Street. Need to implement East Street as can’t close it off completely.

On the proposal of Cllr Bradbury, seconded by Cllr Flunder it was **AGREED with 5 in favour and 3 against to go ahead with feasibility/design to improve pedestrian safety and reduce traffic in East Street by converting existing parking spaces to loading only bays - at a cost of £3875.62 (plus any subsequent costs of implementation).**

c) *Employment working group – to receive written update from meeting of Employment working group held on 16<sup>th</sup> February 2022.*++

*To consider, and if agreed approve, town co-ordinator role.*

Town Co-ordinator role takes best element of Town Manager role plus support from ESC and retains role here. Would have KPI set. Would want person to have direct contact with businesses. 12-month contract - £10k maximum budget. Start date 1<sup>st</sup> May 2022.

Discussion took place on the above.

Town Manager has developed initiatives such as TownApp and Events website. This proposal is to keep existing projects going forward. Tasks have been focused down to 3 / 4 as they are the priorities.

It was suggested that council could pay someone to do website etc. Discussion took place about the role title and whether this was positive enough.

**On the proposal of Cllr Bradbury, seconded by Cllr Jeans it was approved with 5 in favour and 4 Against that a ‘Town Co-ordinator’ be recruited within a total budget allocation of £10k.**

7. **To receive progress report from Station Yard Regeneration Project Board** (*Project = as per Town Council priorities 2019 – 2022 b) Diversify and enhance the local economy*). Contamination works have been completed. Remedial works will be ongoing for a few more weeks. Tenders are out for constructors and await responses. Operator brief is going out. Tenders will need to come back, and funding will need to come in place. Tanks will need to be filled with foam.

Question was raised regarding remediation of soil. The surface down contamination has been taken away to assess, and a deep bore has been drilled. Waiting for full results of tests to then have a remediation plan. The decontamination professionals have been on site alongside demolition. Question was raised about whether the delay will affect the grant.

The meeting was advised that it was hoped for remedial solutions this week. There are 5 water chambers on site.

Cllr Flunder advised that with regards to the Finance Committee reviewing costs, cashflow from Project Team is awaited. Councillors will need to be satisfied with all of the financial implications of the project before it goes forward to construction and information is still required in this respect. Cllr Beavan advised that he would like an updated Business Plan. 2 Business Plans have already been carried out and it was acknowledged that if operators put in theirs this will help. Cllr Rowan-Robinson – advised that was confident that all documents and information will be available as / when council is required to make a decision.

8. **Financial Matters**

a) *Accounts for Payment - To receive and confirm the Accounts for Payment for February 2022 (circulated to members).* **On the proposal of Cllr Betts, seconded by Cllr Jeans it was agreed by all to confirm the Accounts for Payment for February 2022. All agreed**

b) *To receive report and recommendations of Finance and Governance Meeting REP 2.22 held on 15<sup>th</sup> February 2022.*

*Recommendation in relation to; Contribution to Millennium Foundation*

**Millennium Foundation Car park - Recommendation – that Council consider an initial contribution of £10,000 - £12,500 to assist toward the cost of construction of the 10 spaces required for those visiting/working at/employed at a redeveloped site as above. This to be an advance on a potential total contribution of £25k towards the construction and use of the spaces by those visiting/ working at/ employed at/ a redeveloped site.**

*(To be considered in conjunction with update from Millennium Foundation re Heads of Terms of licence agreement)*

Cllr Bradbury advised that there had not been any update from the Millennium Foundation re Licence Agreement. Cllr Jeans asked for further information in order to consider request- 1) need advice on cost of construction, 2) what do we get for money? 3) If paying for construction, why would we pay rent?

Cllr Flunder – Cllr Ladd is in hospital – but could answer 1) i.e., £150k cost for 70-75 spaces i.e., 2500/space, 2) asked by the Town Council to put aside 10 spaces for the site, 3) Licence – not been finalised – but car park has been constructed.

Discussion took place regarding the request.

Comment was made that Town Council has no information about the terms for rent/licence fee. There is no written agreement in place. Would want more information on the Terms and Conditions of the spaces.

Discussion about whether a loan would be appropriate - i.e. loan £10k now subject to a new lease/ licence agreement in due course once Millennium Trust come back with Heads of Terms for licence fee. Total budget for all the spaces is £25k but Foundation only require £10k at present. It was suggested that the Town Clerk try and find a way to give a Bridging Loan without Terms and Conditions of the car park spaces being available.

**Cllr Beavan proposed that Council consider an initial contribution of £10,000 - £12,500 to assist toward the cost of construction of the 10 spaces required for those visiting/working at/employed at a redeveloped site as above. This to be an advance on a potential total contribution of £25k towards the construction and use of the spaces by those visiting/ working at/ employed at/ a redeveloped site.**

**Cllr Rowan-Robinson provided an amendment to the above - That Town Council provide a loan of £10k to the Millennium Trust to assist toward the cost of construction of the 10 spaces required for those visiting/working at/employed at a redeveloped site as above. Proposed by Cllr Rowan-Robinson, seconded by Cllr Beavan. 5 in favour, 1 abstain.**

9. **Town Mayor updates/ correspondence including.**

Climate initiatives. No update.

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

*Reports to be provided in written format and circulated to members prior to the meeting unless time allows for a verbal report to be given, subject to the Chairs discretion.*

a) *BEIS – report of meeting attended by Cllrs Bradbury, Flunder with director of Nuclear Projects and Development – Report from Cllr Bradbury. It was mentioned that other parishes have made decision about their view on such projects and do need an STC decision.*

b) *Harbour Users – Defer.*

c) *Reydon and Southwold Emergency Plan – consider and agree new council representative.*

Cllr Sutton STC rep. Agreed by all.

*It was agreed by all to suspend Standing Orders for 10 minutes.*

11. **ESC Community Governance Review 2021-2022** – refer to

<https://www.eastsuffolk.gov.uk/elections/community-governance-review-cgr/east-suffolk-council-community-governance-review-2021-2022/>

*To consider and agree Council response by 1<sup>st</sup> April 2022.*

Cllr Beavan advised that he like Southwold and Reydon to be one parish. Would suggest all Councillors respond separately by 1<sup>st</sup> April as going to be no consensus amongst individuals.

12. **Date of next Town Council Meeting: 29<sup>th</sup> March 2022 at 7.30pm**

++13. **Exclusion of Public and Press if required during discussions:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it might need to be resolved, due to the confidential nature of the business to be transacted, for the public and press leave the meeting during consideration of the following.*

Employment matters – Agenda item 6c)

Rents – FIN CONFID 02.22 as attached.

Any other legal/tender/rent/employment matters should they transpire during course of meeting.

All papers were received for information.

There being no further business the meeting closed at 9.40pm

Signed .....

Dated .....