

SOUTHWOLD TOWN COUNCIL

Minutes of the Annual Meeting of the Southwold Town Council, held in the Council Chamber at 7.00pm on Wednesday 17th May 2023.

PRESENT: Councillor D Beavan
“ P Davy
“ S Flunder
“ Mrs V Gladwell
“ Mrs P Goldsmith
“ R Jarvis
“ Mrs C Kerr
“ M Palmer
“ Mrs V Redington
“ J Sutton
“ R Temple

Also attending; Town Clerk, the High Steward and 18 members of the public.

Cllr Flunder commenced the meeting in the position of Deputy Mayor of the previous Council.

Declarations of Acceptance of Office were signed by all members prior to the meeting.

Agenda

1. **Town Mayor:** *to elect a Chairman, called the Town Mayor for 2023/2024. See process attached.*

Declaration of Acceptance of Office of Chairman to be signed.

Cllr Sutton nominated Cllr Flunder as Mayor for 2023/24. Cllr Temple seconded the proposal that Cllr Flunder be elected as Town Mayor for 2023/24. There were no other nominations.

RESOLVED: It was RESOLVED by all to elect Cllr Simon Flunder as Chairman (called the Town Mayor) for 2023/24.

Cllr Flunder took his seat of Office. The Declaration of Acceptance of Office of Chairman was completed by Cllr Flunder.

Cllr Flunder said a few words of thanks to all Councillors for selecting him for the Chairmanship and advised that council was entrusted to uphold traditions and are representatives of this special town. Thanks were given to the public for their support and to past Councillors for their services especially during Covid. Specific thanks were extended to the previous Town Mayor Cllr Windell.

The High Steward congratulated the new Town Mayor on his appointment and advised that as High Steward he will provide support as and when required.

2. **Apologies:** *to receive and note or approve apologies for absence. Apologies for absence were received from Cllr Wells. Apologies noted.*

3. **Declarations of Acceptance of Office** – *To note, and consider as appropriate, any requests by Members relating to the signing of this Declaration.*
 Declarations of Acceptance of Office were signed by all members prior to the meeting.

4. **Deputy Town Mayor:** *to elect a Vice-Chairman, called the Deputy Town Mayor for 2023/2024. See process attached.*
 Cllr Temple nominated Cllr Goldsmith as Vice-Chairman for 2023/24. Cllr Flunder seconded the proposal that Cllr Goldsmith be elected as Vice Chairman for 2023/24. There were no other nominations.
RESOLVED: It was RESOLVED by all to elect Cllr Paula Goldsmith as Vice-Chairman (called the Deputy Mayor) for 2023/24.
 Cllr Goldsmith thanked everyone for their support and advised members that she would carry out the role to the best of her ability.

5. **Declarations of Interest:** *See Councillor Handbook for guidance.*
 - a) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.* Nil.
 - b) *To receive Declarations of Other Registerable Interests regarding the agenda.* Nil.
 - c) *To receive Declarations of Non-Registerable Interests regarding the agenda.* Nil.
 - d) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* Nil.
 - e) *To note that the Register of Interests of all Members is to be completed within 28 days of the election and updated thereafter with changes as they occur. It was noted by all that these will be completed.*

6. **Public Forum** *(15 minutes will be allocated overall for this section- subject to Town Mayor discretion).*
 - a) *To receive comments from Southwold electors on matters on the agenda.*
 A member of the public asked about the Common Trust website. It was noted that the Common Trust will meet in due course, and it will be suggested that they include this on their agenda.

7. **Planning Applications/Appeals to consider (in advance of planning cttee being formed).** *See attached for guidance on viewing applications.*
 Cllr Temple took forward the planning applications discussions.
 - a. **To determine the Town Council response to the following applications:**
 - i) *DC/23/1641/FUL & DC/23/1642/LBC – Demolition of existing car port and garage and erection of new 2 storey building to the rear of the site incorporating a garage on the ground floor and bedroom with en-suite on the first floor, The Old Chapel, 5 Mill Lane. ESC consultation deadline 22nd May 2023.*
 Cllr Temple advised that this was a smaller scale development than the original. The property is Grade II Listed and in the Conservation Area. Pre-planning advice that has been sent in with the application was mainly positive.

It was proposed that the planning application be approved. On the recommendation of Cllr Temple, seconded by Cllr Goldsmith, it was AGREED by all to approve the application.

ii) DC/23/1613/LBC – Listed Building Consent – Replacement of two existing box sash windows, Holyestone Cottage, 30 East Street. ESC consultation deadline 23rd May 2023.

Cllr Temple presented the application and suggested that the application be approved with the comment that council would not wish to see the box sash windows replaced unless they absolutely cannot be repaired.

On the proposal of Cllr Temple, seconded by Cllr Goldsmith it was AGREED by all to approve the application with the comment above regarding repair/replacement of the windows.

b. Any new Planning Inspectorate Appeals Lodged - DC/22/0878/FUL Sole Bay House, Gun Hill. ESC appeal deadline 31st May 2023.

Cllr Temple spoke about the appeal that had been lodged on the above – N Plan SWD4 principal residence should apply. The applicant disagrees and has taken the condition placed on the application to appeal. It had been suggested that Carter Jonas could be asked to add weight to the Town Council original response - costs are being obtained. Cllr Temple suggested that ESC should be pressing the condition that they imposed that is now being appealed, and that it may not therefore be necessary for the town council to take separate advice.

ESC Ward Cllr Beavan advised that ESC will defend their response and that STC will not need to be spending on this.

On the proposal of Cllr Temple, seconded by Cllr Goldsmith it was agreed by all to write to the Planning Inspector and reaffirm the town council previous objections.

8. **To consider, and if appropriate, confirm membership of Committees/Working groups/Task and Finish and other groups for 2023/2024 – See attached.**

To consider, and if appropriate, confirm membership of Committees/ working groups, for 2023/24, appointing to vacancies as appropriate.

Councillors introduced themselves to all present.

Members were asked to nominate themselves for the cttees and working groups – see attached list of nominees. It was AGREED by all to appoint the nominees enbloc.

Vacancies

Leisure & Environment Committee – 1 vacancy

Finance & Governance Committee – 1 vacancy.

Sustainable Travel/SCC – 1 vacancy.

Comms Working Group – 1 vacancy.

It was suggested that a Substitutes policy might be appropriate – this to be considered further.

9. **Accounts for Payment** - *To receive and confirm the Accounts for Payment.*

Cllr Flunder advised members that the Mixbrow invoices were the largest invoices to be paid and that as a member of the Finance Cttee the valuations/costs are challenged independently and that they meet regularly with the Project team.

On the proposal of Cllr Flunder, seconded by Cllr Temple it was agreed by all to approve the Accounts for payment for May 2023.

Discussion took place about the project costs for the Enterprise Hub project. Cllr Flunder advised members that a full cost/ budget analysis report was received at least on a monthly basis and advised that the Finance cttee and Project Board members review this with the Project team on a regular basis. It was suggested that a briefing be provided to all councillors about the project including updates on the costs/ cashflow etc– date to be arranged.

10. Diary Dates

Town Mayor

- Sunday 28th May 2023 – opening of Lions Fete 10.30am.
- Tuesday 30th May 2023 – 6.30pm for a photograph of Town Council and individual members, plus Civic representatives.
- Charter Fair Opening – Thursday 1st June 2023.
- Civic /Songs of Praise Service – Sunday 11th June 2023 at 11am at St Edmunds Church – meet at Town Hall at 10.30am.
- Suffolk Day – Wednesday 21st June 2023. Mayor’s Proclamation of Suffolk Day 2023 at Ipswich.

Councillors

- Tuesday 30th May 2023 – 6.30pm for a photograph of Town Council and individual members, plus Civic representatives.
- Charter Fair Opening – Thursday 1st June 2023.
- Civic /Songs of Praise Service – Sunday 11th June 2023 at 11am at St Edmunds Church – meet at Town Hall at 10.30am

- 11. Date of next Town Council Meeting: *Tuesday 30th May 2023*
6.30pm for photograph of Town Council and individual members.
7.30pm Town Council meeting commences.
Date of next meeting Tuesday 30th May 2023.**

There being no further business the meeting closed at 7.40pm.

Signed Dated