

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 7.30pm on Tuesday 30th April 2024.

PRESENT:	Councillor	S Flunder – Town Mayor
	“	D Beavan
	“	P Davy
	“	Mrs V Gladwell
	“	Mrs P Goldsmith
	“	R Jarvis
	“	Dr J Miller
	“	M Palmer
	“	M Wells

Also present: The Town Clerk.

1. a) **Apologies:**
To note/approve apologies for absence. Apologies for absence were received from Cllr Redington, Cllr Sutton and Cllr Temple. Noted.
Apologies also received from SCC Cllr Ladd.
2. **Declarations of interest:**
 - a. *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.* Nil.
 - b. *To receive Declarations of Other Registerable Interests regarding the agenda.* Cllr Jarvis declared an interest re Southwold School donation.
Cllr Beavan declared an interest in the harbour as ESC. And for Ferry Road Third Field.
Cllr Flunder declared an interest in the harbour as SAG/Harbour Management Committee. And for Ferry Road Third Field.
Cllr Gladwell declared an interest in the harbour as a Harbour business owner.
 - 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 to update the Register of Interests with changes as they occur.* Noted.
3. **Minutes:** (i) To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 26th March 2024.
On the proposal of Cllr Goldsmith, seconded by Cllr Davy it was RESOLVED by all to approve the Minutes of the Town Council meeting held on Tuesday 26th March 2024. All agreed.
4. **Public Section**
 - a) *To receive a report from East Suffolk Ward Councillor D Beavan.*
ESC Cllr Beavan will then take questions from Councillors and electors.
ESC Cllr Beavan – Potters Bridge – correspondence has been sent to the landowner and EA regarding clearance. Will probably seal up over September and then start again in the autumn.

Beach Committee meeting held, and Cllr Goldsmith attended. Bin store seems to have been controversial. Beach hut owners would like maintenance and trader's vans being stopped from going along the prom at certain hours due to concerns about them moving about when the prom is busy. It was noted that there would be a need to consult all stakeholders.

Shower at the bottom of the East Street steps has been well received by swimmers. Shower is needed on the prom as part of the Blue Flag application.

Beach huts at the southern end have lots of sand in and around them so there might be a need to move them forward.

ESC Cllr Beavan has asked the ESC Resorts Team to keep him updated on matters such as the cars/vans moving along the prom.

Discussion about the cafes putting rubbish in normal bins, when they should have their own trade waste bins.

Blue Flag application has been submitted by ESC – decision awaited.

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

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

Nil.

c) *Public - To receive comments on matters on the agenda (each member of public will be allowed a maximum of 3 minutes). (10 minutes will be allocated overall for this section- subject to Town Mayor discretion).*

Nil.

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

a) i) **Planning and Development Committee** - To receive the written report of the meeting of the Planning and Development Committee held on 9th April 2024. *No Recommendations.*

ii) To consider the Town Council response to the following planning applications;

DC/24/1108/FUL – enlarged rear dormer at Caterer House, 39A Victoria Street.

Cllr Goldsmith advised that it is the middle of the 3 houses. Dormer does not overlook anyone. **On the proposal of Cllr Goldsmith, seconded by Cllr Beavan it was agreed to recommend that ESC approve this application. Agreed by all.**

b) **Landlords Cttee** – To receive the report of the meeting of the Landlords Committee held 11th April 2024. *Recommendations in relation to property repairs, vacant properties.* **

Thanks were extended to Cllr Gladwell and Cllr Wells regarding grant research and consideration of the required EPC works at Flat 1 Hurren Terrace. Works on the Gable end at Hurren Terrace will be considered after Station Road has been completed.

c) **Roads Cttee** – To receive the report of the meeting of the Roads Committee meeting held 9th April 2024. *Recommendations in relation to 20mph zone, CIL funding request to ESC, Gardner Road verges, North Parade.*

Discussion re the advice received from SCC re the 20mph request - High Street zone to be requested to start with. Agreed by all. (20mph request will therefore cover High Street, Market Place, East Street, Queen Street (but not Pinkneys Lane).

Constitution Hill = eroding – will look at next meeting.

Q re East Street 2 parking bays being withdrawn. See Minutes from the meeting.
Cones to be put out as an informal measure until a formal order is made.

Gardner Road verge - SCC maintain this as verge – STC to ask SCC for the verge ownership (covering solicitor costs) but ask SCC to improve/heighten the kerb stones on the corner to improve / stop water flow and damage. Council to be asked to agree informally that STC will maintain the verge and STC to do the kerbing by the Gardner Road car park should SCC not agree to do it. Proposed by Cllr Davy, seconded by Cllr Palmer. Agreed by all.

ESC CIL application – application to be submitted for £13k for 20mph TRO as well as for the build outs costs of £50k approx. ESC CIL application will therefore be £63k - £70k. Agreed by all.

North Parade - Full Council to be asked for their views on limited waiting and what sort of times this should apply. Could instead put no parking between certain hours (unless a resident with a resident parking permit) or have a timed restriction. North Parade – Camper vans causing issues therefore need limited waiting.

Discussion – suggested do “no overnight parking” and try and get this as a legal restriction. Agreed by all. (ESC have £40k for a North Parade scheme).

d) Leisure and Environment Cttee – No meeting held.

e) Membership of committees – To note vacancies on Planning cttee, L and E Cttee, Finance Cttee, Landlords Cttee, Roads Cttee.

Planning Cttee to consider changing its dates to 2/month – one being before Town Council meeting and the other during the month.

Cllr Palmer offered to join Planning Committee.

Cllr Goldsmith to join the Finance Committee

Cllr Flunder to join Leisure & Environment.

Agreed by all.

6. To receive reports from Working Groups (task and finish) Groups;

a) NSIP working group. To receive update from the NSIP working group. (Including Lionlink/Sizewell/Anglia One//Sealink, and North Falls Offshore Wind Farm, Five Estuaries Offshore Wind Farm Project)

To consider and if agreed approve draft constitution for East Suffolk Communities Energy Partnership- see attached.

Cllr Davy provided updating report. 2 judicial reviews were lost regarding the substation at Friston. Therese Coffey MP seems to be lobbying government now about the matter. Cllr Miller and Cllr Wells attended online meeting led by Marianne Fellows.

Draft constitution for East Suffolk Communities Energy Partnership- see attached.

Agreed by all. Cllr Davy to be the STC rep on the ES Comm E Pt - agreed by all.

It was suggested STC closely liaise with Philip Ridley as Head of NSIP at ESC.

Sizewell Fund will start in the summer led by ESC and Suffolk Foundation.

Lionlink webinar was attended by Cllr Flunder and Cllr Davy. Decision on whether it be Southwold or Walberswick will be made in 2025. Discussion about road network into Southwold and Walberswick. Lionlink will take 4/5 years to then progress. Discussion about effect on tourism. Cllr Beavan suggested that Labour MP candidates be lobbied.

b) Ferry Road Third Field- working group report – *to receive an update ** - see agenda item 15 Confidential.*

c) Harbour Vision consultation working group – *to receive update and to consider and if agreed approve STC response to consultation.* STC response debated. Cllr Jarvis gave background and gave rationale for the proposed drafted STC response.

It was mentioned that there are no proposed caravan Heads of Terms so people will not know what they are being asked to sign up to.

Discussion re option 3.

ESC Cllr Beavan noted that there had been 50 years of argument in relation to the harbour and that investment is now needed. There are 24 empty sites at present and it is not the intention to push people off the site. The ESC consultation is to find out about what people want from the harbour.

Mention was made that caravans cannot be insured.

Members agreed that they would wish to ensure that the harbour road stays open. It was agreed by all to add this to the STC response.

All Councillors were encouraged to respond individually too.

Harbour and caravans. - Members noted that the ESC/Harbour Management/STC and SAG should be the key players and stakeholders.

Discussion about the lease / licence which is being offered to the caravan owners. After discussion it was agreed that STC would wish to ensure that present caravan owners can have either a lease or a licence depending on their personal preference. Response to consultation to be added as above and submitted by Cllr Jarvis.

d) Harbour Revision Order consultation – 3rd May – 15th June. *To form working group to draft Town Council response to consultation.* Dates noted. HMO will only go to Bailey Bridge and no further north.

It was agreed to set up a Task and Finish Group to consider the consultation – members to be; Cllr Goldsmith/Cllr Davy/Cllr Jarvis/Cllr Palmer and Cllr Redington.

e) Working Groups - vacancies – *To note vacancy on Communications working group. Meeting to be arranged.*

It was Agreed by all that Cllr Miller would be added to the Group. Meeting to be arranged to consider the website being created.

7. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings attended and any training events 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) *Christmas lights* – Cllr Wells advised that the last meeting had not been well attended. Fundraising is continuing. The Group received an award from the Southwold & Reydon

Society. Issues for STC to consider 1) Balcony numbers, 2) repairs to Christmas tree holders in pump area.

Issues for Christmas Lights to consider– 1) sound system, 2) running order and 3) moving the event forward by an hour.

b) *HMC/SAG/ Harbour Users – Cllr Beavan/ Cllr Gladwell* – as above. HMC will consider the consultation results in June.

c) *Southwold Walberswick Flood Board – Cllr Beavan* – too much resource is needed for firefighting issues rather than getting on with pro-active works.

8. **Enterprise Hub** to receive progress update from meetings with Project Board, construction team, and operators. **

Cllr Flunder advised that the lift is to be installed 13th May 2024. Shop fire window – a temporary one is being installed on 3rd May 2024 and then a new one after practical completion.

Practical completion now on 24th May 2024.

Snagging meeting Friday 3rd May 2024.

****Note: Discussions above may need to be considered as confidential as appropriate and dealt with in the agenda item 15 below.**

9. **Business meetings** to note that the next meeting for businesses/traders is to take place on 16th May 2024 at the Town Hall and there will be an update regarding the Website.

10. **Financial Matters**

a. *To receive report and recommendations of Finance and Governance Cttee – To receive report from meeting 23rd April 2024.*

Recommendations include, donation requests.

Donation applications received.

Discussion about the budget for 2024.25 for donations and how to allocate this fairly each month. It was suggested that a maximum of £1k a month be allocated for donations – to be covered by the budget of £8231 in donations and by part of the £20k budget of community support services.

Recommended that £4K budget transfer to be carried out – from Community support to general donations - to make a donations pot of £12k for the financial year. This will reduce the community support budget to £16k.

Proposed by Cllr Jarvis, seconded by Cllr Goldsmith. All agreed.

PTA donation request. **Donation request**

Following an application, the cttee considered that Council sets aside £1k in principle for the Primary school PTA – with the use to be confirmed once the queries have been answered. Cttee to be given delegated power to allocate the funds if agreed by Council. Cllr Jarvis suggested that a donation of £1k be agreed in principle by STC – with delegated power to be given to the Finance Cttee to discuss with the PTA the actual allocation of the funding and what it would be used for.

Proposed by Cllr Wells, seconded by Cllr Davy. Agreed with one abstain.

b. *Accounts for Payment* - To receive the management accounts/bank reconciliation and balance sheet for April 2024.

On the proposal of Cllr Goldsmith, seconded by Cllr Jarvis it was agreed by all to approve the Accounts for Payment for April 2024. All agreed.

c. *Year end 2023 - 2024* – **To receive update on investments and balances held, income and expenditure against budgets, earmarked reserves. See supporting papers.**

All information was approved by all.

EV Chargers are set at 60p/kwh. Slow chargers set at 45p kwh. Bays are being painted green to keep them noticeable as EV spaces.

E/M Reserves all approved as per investments. List of reserves sent to all Councillors.

Cllr Jarvis advised that an informal meeting had been held with Southgen representatives following their attendance at a previous Finance committee meeting.

Cllr Jarvis suggested that STC should consider escalating “reputational risk” on a Risk register and may need to do more on PR/Comms.

Discussion regarding the intended purchase of a property on the High Street and how it will be taken forward as a PR vehicle. Comms Group will take this forward for consideration.

Business website maintenance – apprentice role will be taken on.

11. **Suffolk County Council Devolution Consultation** - *Expiry May 2024. To consider and if agreed approve STC response. It was Agreed by all that Cllr Flunder would draft the STC response. STC to reject the suggestion of a Leader and accept the rest of the consultation. Agreed by all.*

12. **Forthcoming Meetings/ Events for Council/Councillors**

Play area course – Cllr Palmer.

Councillors

Photo shoot at Enterprise Hub – 20th May 2024

Opening of Charter Fair – 11.45am. 30th May 2024

Charter Lunch – Thursday 30th May 2024 12pm

Commemoration Service for 80th Anniversary of D-Day – Thursday 6th June 2024 7pm at St Edmunds Church.

Civic Songs of Praise – Sunday 23rd June 2024 11am

13. **Town Mayor updates including.**

a) *Events attended*

Official Opening of Southwold Pier/interview Radio Suffolk – Friday 29th March 2024.

Annual Town Meeting Monday 8th April 2024

Lions 50th Charter Anniversary Dinner – Saturday 13th April 2024.

SCC Chairman’s Reception – Friday 26th April 2024

Rotary Club Charter Night – 27th April 2024

b) *Upcoming engagements;*

Charter Fair money to schoolchildren

Ipswich Guided Walk & Curry Dinner – 5th May 2024

Rotary Club Information Evening – 5th June 2024

c) *Town Mayor volunteering project* – verbal update provided.

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

Annual Meeting of the Town Council – Tuesday 7th May at 6pm

Full Council meeting – 28th May at 7.30pm

Noted

****Note: Discussions above may need to be considered as confidential as appropriate and dealt with in the agenda item below.**

15. **Exclusion of Public and Press if required during discussions:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it will 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.*

- *Property/ legal updates if any. See supporting papers.*

1 Strickland Place - going on market next week at a suggested valuation of £950k.

2 Strickland Place is being refurbished.

Planning Condition of shop at Station Road – It was suggested that STC consider a Variation of Condition for the opening days once completion has taken place.

Cllr Flunder/Cllr Beavan both declared an interest re Ferry Road campsite.

Cllr Davy provided members with an update on the supporting paper.

It was suggested by a member that STC keep all of the rental monies themselves, as ESC have had substantial monies from the areas in the past 50 years.

Discussion regarding an option of the rent going to STC who could then make a financial contribution to a future project at the harbour at a later date if they so choose (rather than ESC having all of the rent to spend as they choose). A member advised that they would not want ESC to have the rental income direct.

It was acknowledged that there is a cost of setting the field up.

Debate about how to assist with the capital investment for the third field and the vehicle that could enable this to happen.

It was agreed by all that any Rent to be 10-year ring fenced for camping/ caravan site projects. All agreed. STC will need to fund a vehicle to give a proportion of rent to Esc for agreed projects. Agreed in principle. Response to be sent to ESC to this effect.

- *H R Updates – re additional resource – references being taken.*

There being no further business the meeting closed at 10pm

Signed

Dated