

## **SOUTHWOLD TOWN COUNCIL**

### **Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 6.30pm on Tuesday 27<sup>th</sup> May 2025.**

PRESENT:	Councillor	S Flunder – Town Mayor
	“	D Beavan
	“	P Davy
	“	P Goldsmith
	“	C Hurr
	“	R Jarvis
	“	M Palmer
	“	J Miller
	“	R Temple
	“	M Wells

Also present: SCC Cllr Ladd and the Town Clerk.

1. a) **Apologies:**  
*To note/approve apologies for absence.* Apologies for absence were received from Cllrs Gladwell and Redington. The High Steward also provided apologies.
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 / Non registrable interest regarding the agenda.* Nil.
  - c) *To receive Declarations of Non-Registerable Interests regarding the agenda.*
  - 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.* Noted.
3. **Minutes:** (i) To approve and sign the Minutes of the Town Council meetings held on Tuesday 22nd April 2025, and the Annual Meeting of the Town Council held on Tuesday 6<sup>th</sup> May 2025.  
**Approval of Minutes of 22<sup>nd</sup> April 2025 - Proposed by Cllr Wells, seconded by Cllr Goldsmith. Agreed by all.**  
**Approval of Minutes of 6<sup>th</sup> May 2025 – Proposed by Cllr Goldsmith, seconded by Cllr Miller. Agreed by all.**
4. **Public Forum** (15 minutes will be allocated overall for this section- subject to Town Mayor discretion).
  - a) *To receive a report from East Suffolk Ward Councillor D Beavan*  
*ESC Cllr Beavan will then take questions from Councillors and electors.*  
Harbour plans are moving on. The plan is to use the caravan site 2025/2026 and then upgrade in 2026/2027, after which the rents will rise.  
ICB has had funding cuts – skeleton staff left. Suffolk and North East Essex are integrating with Norfolk.

The Policy for parking exemptions in limited waiting bays was abolished by ESC a few weeks ago but is hopefully being reinstated in September 2025. Freeport East met today, and the project is now on ice.

Cllr Jarvis advised that he was present at the Harbour meeting and advised members that the amount of time the project will take is disappointing. Cllr Jarvis – at the harbour meeting it was noted that comms needed to be strong.

Cllr Flunder advised that he had observed the Cabinet meeting and that ESC Cllr Beavan and ESC Cllr Ashdown put over a very strong case. It was mentioned had been very good getting councillors out to visit the harbour. Queries from members included; where is the money coming from and how will it be ensured that it gets sorted within timescales.

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

*SCC Cllr Ladd will then take questions from Councillors and electors. See SCC annual report attached.*

SCC Cllr Ladd advised as follows;

Good to see Mill Lane resurfacing has been completed. Keith Sampson advises 20mph report is next on his list to review.

SCC Task & Finish Group Scrutiny met re TROs etc. Met to discuss length of time and costs involved.

Environment Agency have agreed to spend additional monies on Kessingland/Benacre Scheme to ensure Kessingland Dam is protected.

Weeds – SCC Highways have started the clearance.

Electric chargers – more being introduced across Suffolk.

Infrastructure – SCC have concerns re the new Planning Bill. section 94-96 cover public consultations and these have been removed from the draft bill.

Fire Service have more fire rescue response equipment.

“Goldfish” motion is to ban giving animals as prizes on events on SCC land.

SCC have produced a resident summary of the LGR process.

Members responded as follows;

SCC response re Sealink – seems to suggest that it has been accepted that it is going ahead and that SCC IS looking at mitigation rather than objecting. SCC Cllr Ladd replied that SCC is having major issues getting along with discussions re UK grid. Sizewell monies for the Kessingland infrastructure - why can't Southwold have more monies. SCC Cllr Ladd replied that this is different funding and is connected to the Sizewell decision to locate some employees at Pontins.

LGR – what is the process and consultation process. SCC Cllr Ladd responded that the Business Plan has to be submitted by September. SCC Cllr Richard Rout is contacting all councils about visiting them. Not sure if Central Government is doing a consultation. All of the Suffolk district councils have joined together and are carrying out a consultation which is out now.

*c) To receive comments from Southwold electors on matters on the agenda. Nil*

**5. To receive reports from Committees and Working Groups:**

- a) To receive the report of the meeting of the Planning and Development Committee meetings held 6<sup>th</sup> May 2025 *No recommendations.* Cllr Flunder commented that the

Coach House planning decision has now been appealed, and the Inspector is dealing with it. The Neighbourhood Plan needs to be considered by the Inspector.

- b) Landlords Cttee – To receive the report of the meeting of the Landlords Committee meeting held 24<sup>th</sup> April 2025 *No recommendations.*

Gable Hurren Terrace – tender has been awarded to Mixbrow.

Station Yard retention statement is being calculated by the Project Team.

Major projects outstanding include Town Hall, Water Tower and Red Cross Hut.

- c) Leisure and Environment Cttee – *No meeting held.*

V E Day 8<sup>th</sup> May 2025 – Cllr Goldsmith advised members that there had been very positive feedback and that the day was a great success.

Spruce Up Southwold 18<sup>th</sup> May 2025– Cllr Davy advised that not as many volunteers as hoped. ESC has a person who is working every Saturday/Sunday to help weed along North Parade. It is suggested that another Spruce Up Southwold be held again in the autumn.

*SCC Cllr Ladd left the meeting at 7pm.*

- d) Roads Cttee – *No meeting held.* Await SCC report reading the request for a 20mph limit in the High Street.

- e) Comms Working Group – *no meeting held.*

- f) NSIP working group – To receive verbal report from NSIP working group meeting of 21<sup>ST</sup> May 2025; to include update from East Suffolk Communities Energy

Full report had been circulated by Cllr Davy prior to the meeting. Cllr Davy advised that each council will have differing issues to address. There is no holistic joined up thinking about all the various projects – an offshore network would be a possible solution.

Suggested response to the DCO had been circulated to all members. It was confirmed that STC has until 23<sup>rd</sup> June 2025 to make representation. Councillors were asked to advise Cllr Davy of any additions/changes so that the response from STC can be sent off as soon as possible. It was noted that the 23<sup>rd</sup> June is prior to the next Town Council meeting. **It was Proposed by Cllr Wells, seconded by Cllr Jarvis and agreed by all that Cllr Davy have delegated authority to finalise the response from STC and arrange for it to be submitted by 23<sup>rd</sup> June 2025**

Members discussed how residents could also be made aware of the STC response and how to encourage them to register themselves by the deadline. Usual channels of communication will be used and in addition councillors discussed having an information stall on the market.

6. **Model Code of Conduct:**

To confirm the re-adoption of the LGA Model Code of Conduct. **Proposed by Cllr Jarvis, seconded by Cllr Miller. All agreed.**

7. **To confirm Town Council Representatives on Committees, Task and Finish Groups, and outside bodies for 2024/25**

- a) To confirm Town Council Representatives on Committees, Task and Finish groups and outside bodies for 2025/26 – see attached.

*Committees*

Finance & Governance Cttee is one member short.

Roads Committee is one member short. **It was agreed by all to co opt Cllr Hurr onto the Roads cttee.**

*Task & Finish Groups*

**It was agreed by all to merge the Harbour/HRO groups.**

It was agreed by all to add Cllr Hurr to the Beach working group.

With regards to the Fire Station Site – Cllr Beavan advised that Hastoe has mentioned that Homes England has reversed their funding decision and that any deal with SCC should now be financially viable again.

- b) To consider whether the Terms of Reference of the above are still appropriate or need updating.

It was agreed that the Terms of Reference of the Committees/ sub cttees and Task and Finish Groups are still appropriate **Proposed by Cllr Jarvis, seconded by Cllr Miller. All agreed.**

- c) To consider whether any new Committees/ Task and Finish Groups are required and if so to consider their Terms of Reference.

Regarding Martyns Law – discussion as to whether this should stay within the remit of the Finance & Governance cttee or whether a separate working group is required. **Agreed by all to keep Martyns Law subject under the remit of Finance & Governance Cttee at present.**

8. **Financial Matters - Audit and Governance**

- a) Financial Officer: to re-appoint the Clerk as the Council's Responsible Financial Officer for 2025/26.

**Proposed by Cllr Davy, seconded by Cllr Goldsmith. and agreed by all to re-appoint the Clerk as the Council's Responsible Financial Officer for 2025/26.**

- b) To confirm and adopt the General Power of Competence for Southwold Town Council.

**It was resolved that the Council meets the conditions of eligibility set out in the Schedule to The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, thereby enabling it to use the General Power of Competence. This will remain valid until the annual meeting following the next ordinary election in May 2027. Southwold Town Council confirms that it meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.**

**Proposed by Cllr Jarvis, seconded by Cllr Temple. All agreed.**

- c) To confirm Model Publication Scheme 2025. **Proposed by Cllr Jarvis, seconded by Cllr Temple. All agreed to confirm the Model Publication Scheme for 2025.**
- d) To confirm Investment Strategy 2025.2026. **Proposed by Cllr Jarvis, seconded by Cllr Temple. All agreed to confirm the Investment Strategy document as an appropriate Strategy for 2025.2026.**

9. **Financial Matters**

- a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for May 2025 (*circulated to members*).  
**On the proposal of Cllr Jarvis, seconded by Cllr Temple it was agreed by all to approve the Accounts for Payment for May 2025. All agreed.**
- b) *To receive report and recommendations of Finance and Governance Cttee Meeting* held on 22<sup>nd</sup> May 2025. See Financial and Policy recommendations including year-end accounts, reserves, electric vehicle charging contracts. To also confirm minutes of meeting held 22<sup>nd</sup> April 2025.

**It was agreed by all to approve the Minutes of the Finance and Governance Cttee meeting held 22<sup>nd</sup> April 2025**

**Notes of the meeting of 22<sup>nd</sup> May 2025 had been circulated in advance – these were agreed by all.**

**Recommendation re E V Chargers – having considered the offers from Plug in Suffolk and Anglia Car Charging for East Green – propose go ahead with a new 30kw charger at East Green to replace the existing 2 x 7kw units. Anglia Car charging will install the new one, take the income/ pay electricity for this unit for a 10-year agreement, and pay STC income of £1500 pa for using the land as a bay for the charging. STC therefore will incur no costs – but have asked to ensure that the price to charge customers is no greater than the average for these units.**

**Gardner Road – will continue with Anglia Car Chargers for the present ones there – on a operation and maintenance contract for 5 years. Approx £1400 PA**

**The recommendations above were Proposed by Cllr Jarvis, seconded by Cllr Wells. All agreed.**

- c) *To confirm delegated budget of £32800* for Leisure and Environment Committee for 2025/26 as per Town Council Budget.  
**Proposed by Cllr Jarvis, seconded by Cllr Temple. All agreed for the delegated budget of £32,800 be allocated to Leisure and Environment Committee for 2025/26 as per Town Council Budget**

10. **Standing Orders:**

**To re-confirm the Town Council's Standing Orders for 2025/2026 (as updated) and to re-confirm the Financial Standing Orders for 2025/26 (as updated). Circulated at all.**

**To re-confirm the Town Council's Standing Orders for 2025/2026 (as updated) - proposed by Cllr Jarvis, seconded by Cllr Temple. Agreed by all.**

**To re-confirm the Financial Standing Orders for 2025/26 (as updated) proposed by Cllr Jarvis, seconded by Cllr Wells. All agreed**

11. **Sealing of Documents 25/26:** to authorise the Clerk to seal legal and civic documents. **Proposed by Cllr Jarvis, seconded by Cllr Temple. All agreed to authorise the Clerk to seal legal and civic documents.**
12. **GDPR** – to confirm that Council and Councillors are aware of their responsibilities and obligations in relation to collecting, using and protecting personal information in accordance with provisions of GDPR and Data Protection Act 2018.

To consider and approve the GDPR risk assessment as reviewed.

**Proposed by Cllr Jarvis, seconded by Cllr Temple. All agreed to approve the GDPR risk assessment as reviewed.**

Cllr Jarvis also advised that Government will be overhauling audit arrangements for councils and this is likely to include town and parish councils.

13. **Other Updates.**

- Meeting with CEO Adnams – Cllr Flunder advised that Cllr Flunder, Cllr Davy and the Town Clerk met with Adnams CEO at Reydon – see shareholders update. Reducing debt is the main theme including selling pubs in Orford and Saxmundham. Blyth Hotel has not yet been sold. The head office on Church Green is no longer used. The Adnams 2 principle initiatives are “Destination Southwold” and “Ghost Ship”.
- Community Police attendance in Southwold, including visit by Police and Crime Commissioner.  
The Police & Crime Commissioner was in attendance in Southwold with the police on Monday. There is a greater police community presence now in Southwold. The Police Station is being kept for use for Sizewell. PC Rich Moore will make the station open when possible. Police & Crime Commissioner has offered to attend an STC meeting.
- Seawall repairs – update has been circulated – the project is on track for the repairs to be completed by the beginning of summer .
- Local Government Review – It was suggested that a one unitary in both Norfolk and Suffolk might be detrimental to rural communities. ESC Ward Cllr Beavan advised that there is no Government decision yet. SCC & NCC want 1 unitary each. District Councils are split on their thoughts of how many unitaries would be the most appropriate.

14. **Event updates including.**

- a) *Town mayor - Events attended and upcoming;*  
Rotary Club 65<sup>th</sup> Charter Night – 26<sup>th</sup> April 2025

Southwold Lions Charter Lunch – 27<sup>th</sup> April 2025  
 Southwold Town Mayors Charity Concert - 2<sup>nd</sup> May 2025 – raised £4,500 for music for Southwold School.  
 Alfred Corry Presentation – 3<sup>rd</sup> May 2025  
 Sole Bay Bowls Club official opening of outdoor green – 4<sup>th</sup> May 2025  
 Woodbridge Mayor's Brunch – 10<sup>th</sup> May 2025  
 Charter Money to Primary School – 23<sup>rd</sup> May 2025  
 Lions Fete Opening – 25<sup>th</sup> May 2025  
 Rotary event – 26<sup>th</sup> May 2025

b) *Upcoming events for councillors*

Opening of Charter Fair – 11.45am. Thursday 29th May 2025  
 Charter Lunch – Thursday 29th May 2025  
 Civic Parade/Service/reception– Sunday 22<sup>nd</sup> June 2025

c) *Other events – June 2025*

Suffolk Day – Saturday 21<sup>st</sup> June 2025  
 Street Festival – Saturday 21<sup>st</sup> June 2025  
 Armed Forces Day – Saturday 28<sup>th</sup> June 2025  
 Harbour Event – 28<sup>th</sup> June 2025

It was suggested that a Beating of the Bounds event take place during summer holiday on a Sunday morning, or an evening after work, finishing at the Harbour Inn. L and E cttee to consider further.

- d) *Town Mayor* - to advise members of the chosen themes for their Mayoral Year. The Town Mayor advised that his support for the Music Society would continue along with the promotion of volunteering in organisations in the town.

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

Tuesday 24<sup>th</sup> June 2025 at 6.30pm.

*\*\*Some items from this agenda might need to be considered within a confidential session as below.*

16. **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.*

Any matters, including those above as required.

*There being no further business the meeting closed at 8.10pm.*

Signed .....

Dated .....