

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 6.30pm on Tuesday 28th October 2025.

PRESENT: Councillor

“	D Beavan
“	P Davy
“	S Flunder
“	V Gladwell
“	P Goldsmith (Mayor)
“	M Palmer
“	J Miller
“	V Redington
“	Temple
“	M Wells

Also present: The Town Clerk, the High Steward and SCC Cllr M Ladd.

1. **Apologies:**

To receive and approve apologies for absence. Apologies for absence were received from Cllr Hurr and Cllr Jarvis. Noted.

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.* Cllrs Davy, Flunder and Wells as members of the golf club.
- c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* Nil.

3 **Minutes:** To approve and sign the Minutes of the Town Council meeting held on Tuesday 30th September 2025.

The reference to CIC should read CIO. Noted and amended.

Agreed by all to approve the minutes of 30th September 2025 with this one amendment.

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.

ESC Cllr Beavan advised that;

The ‘Call for Sites’ is open, and Woodley’s planning application should be going to committee in December. The application for 17 Market Place should go to ESC planning committee in November.

For LGR – it has been determined that Surrey will have 2 unitaries.

Re the letter to ESC about the Harbour – the Harbour Management response has been received by STC and ESC hopes that it will get back on track soon.
Potters Bridge has been flooded.

Questions from members:

Cllr Redington advised that useful work has been done by ward Cllr ESC Cllr Beavan, but to outsiders ESC appears to be “dysfunctional”. STC has had problems with the ESC planning dept, as well as others, and examples were provided such as planning application by the Shop on Station rd., and the Woodleys planning application. Also, people are concerned re Harbour Lands lack of investment, pending of reserves, Leases/Licences etc.

ESC Cllr Beavan advised that ESC is short of planners and is trying to recruit and mentioned that the East Suffolk Planning Alliance is a useful organisation which STC could join. ESC Cllr Beavan advised that there is a commitment now to publish harbour reserve at each HMC meeting. East Suffolk Council is therefore not dysfunctional, and all are doing their best, and people are working very hard.

- b) *To receive a report from Suffolk CC Ward Councillor M Ladd.*

Cllr Ladd will then take questions from Councillors and electors.

Devolution – SCC voted in favour of Mayoral Authority for Norfolk & Suffolk.

Funds £37.5m initially for Mayoral Authority.

The Budget process for 2026-27 is starting. Budget consultation is open now – see website.

Winter gritting is getting ready. In 2024-25 SCC Highways used 10,000 tons of salt.

Questions to SCC Cllr Ladd

Cllr Davy advised that he was made aware at the Sizewell Community Forum that the Sizewell buses are to be made available for other uses. Cllr Beavan advised he had contacted Sizewell to try and use their buses to link with Darsham and Cllr Beavan mentioned that the Boating Lake proprietor is speaking to him about taking forward a pilot project for an “on demand bus” to go around town in summer.

Cllr Gladwell suggested that contact should be made with Mr Bus organisers as they already exist as a service around the town.

Cllr Beavan asked SCC Cllr Ladd whether SCC elections will take place in 2026.

SCC Cllr Ladd advised that SCC have not heard anything to say they are not.

- 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 reports of the meetings of the Planning and Development Committee meeting – to receive report from meeting held 21st October 2025. Cllr Goldsmith.*

Members were advised that Woodleys is likely to go to ESC planning cttee in Dec – it is at that stage that a site visit could be requested.

- b) *Landlords Cttee – To receive the report of the meeting of the Landlords Committee held 23rd October 2025. To consider recommendations in relation to quotes for work/ expenditure and budget. Cllr Gladwell.*

Recommendations;

Workshop – some works need carrying out on brickwork. Cost £600. Agreed by all to approve.

2 Strickland place – The new gates need to be installed by January 2026. 2 quotes received. Costs quote 1 =£7100 plus Vat quote 2 = £9800 plus vat. Recommend approve quote 1. All agreed to approve quote 1 for £7100 plus VAT.

Town Hall – Costs are to be established to enable the recently agreed planning application to be implemented – with options on the lift to be provided. Previous estimates relate to the old planning permission rather than this one. Fee for establishing costs of £525 – Agreed by all to approve the cost of £525.

Reimbursements from Golf Club – offer of £1700 has been made against invoices of £1826.96.

Cllrs Davy, Flunder and Wells advised that they abstain as members of the golf club.
Agreed by all other voting members to accept the offer of £1700.

Cllr Gladwell advised members that ESC has advised on the preferred consultation strategy for the Red Cross Hut site, as required for anything regarded as a community use. STC is writing back to advise that it should not be regarded by ESC as a community use site.

Cllr Beavan advised that the site is definitely not an asset of community value as not designated as such, and that STC could therefore carry out the suggested consultation.

Cllr Davy asked whether the Station Road Shop planning application is now approved. Cllr Beavan advised that he understood that it had been approved.

c) Leisure and Environment Cttee – To receive the report of the meeting of the Leisure and Environment Committee held on 23rd October 2025 –To consider recommendations - Cllr Goldsmith.

Cllr Goldsmith advised that the Land E cttee would like to recommend a normal cutting schedule at St Edmunds Green/Hospital Green as wildflowers are not growing. Cllr Beavan advised that the area seems to be too fertile for wildflowers. It is recommended that ESC/ ESS reverts to a normal cutting schedule for all of Hospital Green. Proposed Cllr Goldsmith, seconded by Cllr Wells. All agreed.

Cllr Miller advised members that the cttee had met ESC re rats/cliffs etc. There are structural issues with the cliffs, and a structural report is being commissioned by ESC, any although this may not be able to find long term definite solutions.

Cllr Davy advised that Sizewell Forum had information about Sizewell funds being available for wildlife projects, and that perhaps this could include the cliffs project. ESC to be advised that funding might be available and perhaps also lottery funding could be applied for.

At a recent meeting, Adnams also mentioned the rat problem and how it could affect their business, as well as the reputation of Southwold.

Police Station – Asset of community value designation expired May 2025. Discussion on whether STC would want to get this renewed. It was suggested that the landlords

cttee find out how this would need to be done and consider the pros / cons and then come back to full council.

d) Roads Cttee – To receive report and recommendations from meeting held 9th October 2025. To consider any recommendation re cost of build outs in High Street - Cllr Beavan

SCC costs for 20mph and build outs = accepted. Proposed by Cllr Beavan, seconded by Cllr Davy. All agreed.

Tables/chairs on pavements. The Lord Nelson has submitted an application which STC has supported and ESC Cllr Beavan is hopeful this will be approved. SCC Cllr Ladd advised that in respect of the tables outside the Sole Bay this is an area of “highway” in SCC terms. ESC Ward Cllr Beavan and SCC Cllr Ladd have met Adnams to see what to do. Cllr Beavan advised that there might be a need to get a pavement there to put the tables/chairs on and this is what is being considered.

Cllr Beavan advised that the parking attendants had logged that they had been at harbour car park for 5 ½ hrs but it appears that this is because they park their car there and then walk round town to check the parking.

SCC Cllr Ladd left the meeting at 7.25pm.

e) Employment working group - To receive update of discussions held with specialist providers. See Finance Cttee recommendation regarding creation of a Personnel Cttee.

See Terms of Reference for a Personnel Committee in Finance Committee papers. It is considered that with 4 staff, it would be appropriate for the HR working group to become a standing Personnel cttee. Members considered the Terms of Reference for the suggested Personnel cttee and recommend that a cttee be formed and that the draft Terms of Reference be approved and adopted. Proposed by Cllr Davy, seconded by Cllr Wells to see up a Personnel Committee with the Terms of Reference as presented. All agreed.

NSIP working Group – To receive update on National Energy Projects – Lionlink/Sizewell/Anglia One/Eurolink/ and North Falls Offshore Wind Farm, Five Estuaries Offshore Wind Farm Project - Sealink DCO - Cllr Davy

Cllr Davy attended the Sizewell Forum last week. Sizewell seem to be very professional and doing all actions required within Deed of Obligation. Next 12 months will see the maximum disruption on A12 and after that should be better. Matters are ahead of schedule and Sizewell will improve signage about where any road closure is.

Sizewell will link with ambulance and fire to ensure all are aware of any road closures. Sizewell is looking at extra trains from Lowestoft to Ipswich and using their buses locally and providing their own Sizewell health services. But Sizewell still seem dismissive about the effect on small businesses/tourism so STC might need data on this to validate any grant applications etc. The Sizewell Community Fund is still not including Southwold within its catchment area.

Tomorrow there is a meeting at Stratford St Andrew re Sealink hearings. STC has not registered to speak at the hearing. Can listen to the hearings if want to (approx. 3 days).

Scottish Renewables are starting work – Sizewell are talking to them about not doubling up on issues etc.

Cllr Beavan re above – Cllr Beavan met LionLink to see if they would put Link along the harbour wall. Lionlink were not interested in this as an idea.

f) *LGR working group* – see Finance cttee minutes for update.

6. Business Group

- *To receive update on Southwold business association/group - including survey.* Business Association are dealing with survey.
- *To note Business networking programme and surgeries being provided by Menta as part of the business association programme.* Menta programme and surgeries are being held. Noted.

7. **Wi Fi Provision** – *to receive update from last meeting.* ESC Economic Development Paul Wood will provide an update in due course.

8. **Southwold Harbour letter to ESC** – *to receive update from last meeting.* Response received today and circulated to all members.

9. **Fire Station Site** – *to receive update – ESC Ward Cllr Beavan/SCC Ward Cllr Ladd.* Cllr Beavan advised that there was still no update. Cllr Beavan suggested that STC might wish to start looking at options. It was suggested that ESC might be able to provide £300k contribution to a project as it is a registered provider.

10. Financial Matters - Audit and Governance

a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for October 2025 (*circulated to members*).

On the proposal of Cllr Temple, seconded by Cllr Goldsmith, it was agreed by all to approve the payments.

b) *To receive and consider management accounts/ budget/ and balance sheet for month end September 2025 – **Noted and approved by all.***

c) *To receive report and recommendations of Finance and Governance Cttee meeting held on 16th October 2025 – To consider recommendations including; Terms of Reference of cttees, policy updates, quote for .gov.uk e mail address/ Town Hall cost assessment.*

As part of Assertion 10 councils need to have an e mail address for which they hold the domain. STC does comply by holding the domain, but it is not the recommended .gov.uk address. To totally comply it is recommended that the e mail addresses for all staff be converted to a .gov.uk address. Cost £900.

Proposed by Cllr Davy, seconded by Cllr Wells. All agreed.

Members considered the revised Finance and Governance Terms of Reference and recommend that these be approved. All agreed.

d) *Balance for Enterprise Hub – Cllr Davy/ Flunder. Cllr Davy, Cllr Flunder and the Town Clerk met Allman Woodcock. Balance due is £55,033.32 which is net of the retention of £28k that STC is not paying. STC has £70k in reserves for completion monies, therefore the balance due is within budget by £16k. Final account will be paid as above. Agreed by all.*

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

- a) SAG - Cllr Gladwell advised that no official meeting has been held but an unofficial meeting has taken place and has come up with a list of concerns to discuss i.e. empty sites on the caravan site, staffing issues/low morale, no strategic plan, pricing for visiting lagoons, knowing where monies are ringfenced, leases/licences etc. There is a meeting due to take place in November.
SAG is presently of the view that ESC is coming up with ideas, but not going through the correct process for consultations etc. It was mentioned that ESC does not seem to have things in order for the harbour i.e. no consultation/no process, and procedures do not seem to be followed. It was noted that ESC Cllr Beavan is working with the officers to get things done and get it back on track.
- b) Cllr Davy attended “Working for a Safer Suffolk” hosted by the police. It was emphasised that the public need to report anything of concern. Neighbourhood watch could be promoted for Southwold.

Cllr Davy also advised that the CAB outreach in Southwold has been suspended at present due to a few unpleasant incidents involving members of the public.

- c) It was noted that Adnams are still willing to have regular meetings with STC.

12. **Town Mayor and Deputy Mayor updates including:**

URC – Harvest Festival – 12th October 2025 at 10.30am
Beccles Civic Service – 19th October 2025 at 10.30am
Ipswich Civic Service – 19th October 2025 at 3.30pm
Mid Suffolk District Council Civic Service – 26th October 2025 at 2pm

13. **Forthcoming Events for councillors**

Remembrance Parade – Town Hall – 9th November 2025
Armistice Day – Laying of Crosses – 11th November 2025
St Edmunds Day – St Edmunds Church – 20th November 2025
Light Up Southwold – 29th November 2025.
Business Christmas Reception – Town Hall – 11th December 2025

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

Tuesday 25th November 2025 at 6.30pm,
and Tuesday 16 December (if required).

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

15. **Exclusion of Public and Press if required during discussions:** *Pursuant to section 1 (2) of the Public Bodied (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.* NIL

