

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 6.30pm on Tuesday 31st March 2026

PRESENT:	Councillor
	“ P Davy
	“ S Flunder
	“ P Goldsmith (Mayor)
	“ C Hurr
	“ R Jarvis
	“ J Miller
	“ R Temple
	“ M Wells
	Vacancy

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

1. **Apologies:**

To receive and approve apologies for absence. Apologies for absence were received from Cllr Beavan, Cllr Gladwell and Cllr Redington. Noted.

2. **Declarations of interest:**

a) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.*
Cllr Temple re the Red Cross Hut.

b) *To receive Declarations of Other Registerable Interests / Non registrable interest regarding the agenda.*

Cllr Hurr re Oaklands donation application.

c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* Nil.

d) *Councillors to review their Register of Interest.* Nil.

3. **Minutes:** To approve and sign the Minutes of the Town Council meeting held on Tuesday 24th February 2026.

Proposed by Cllr Temple, seconded by Cllr Wells it was agreed by all to approve the minutes of Tuesday 24th February 2026.

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
To include update on Fire Station Site. ESC Cllr Beavan will then take questions from Councillors and electors.

ESC Ward Cllr Beavan – no further updates from Ward Cllr Beavan.

b) To receive a report from Suffolk CC Ward Councillor M Ladd.
To include update on Fire Station Site. Cllr Ladd will then take questions from Councillors and electors.

SCC Ward Cllr Ladd advised that SCC has £4.5m to protect the public rights of way network. Suffolk County Council is also carrying out a pilot scheme to remove vehicles blocking road repairs/resurfacing with effect from March 2026.

Sealink – SCC is disputing the Sealink project.

Inspection Potters Bridge – SCC should be undertaking this in April 2026.

Main potholes in parishes and towns have been repaired.

Fire Station Site – meeting taking place with Hastoe today. Update expected tomorrow.

LGR decision is for 3 councils for Suffolk. This was a Government decision and means that adult social care and children's and young people services will now be split between 3 councils within Suffolk.

SCC Cllr Ladd advised there will be elections every year for the next 5 years for various tiers of local government.

SCC Cllr Ladd highways budget has to be committed by the end of April 2026 and the balance has been committed to the 20mph scheme in Southwold.

Questions to SCC Cllr Ladd:

A question was asked about the nominations for the SCC election – Cllr Ladd advised that these have not yet been announced, but that the Southwold ward has been changed and Southwold no longer comes in with Kessingland.

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 meetings held 3rd March and 24th March 2026.

Cllr Temple advised that the Minutes are in the councillor papers and that there was no further information to provide. Minutes were agreed by all.

b) Landlords Cttee – To receive the report of the meeting of the Landlords Committee held 5th March 2026. Cllr Wells – items for proposal (see Minutes)

Flat 1 Hurren Terrace – Quote has been received for the works at Flat 1 Hurren Terrace. One of the contractors has quoted a cost of approx. £20k for all required and suggested remedial works to be carried out.

The kitchen is quoted within this price at approx. £4k. Spec has been requested to assess whether any additional units might be provided.

In view of the cost, other quotes will need to be requested but it is recommended that a budget of £22k be set aside for the works at the property so that they can be completed whilst the property is empty.

Proposed by Cllr Davy, seconded by Cllr Jarvis Agreed by all.

Red Cross Hut – discussion about the response from ESC planners regarding the need to market the site as per the Planning Policy for ‘community’ buildings. Although there is disagreement that this is a ‘community’

building it was acknowledged that ESC Planners are unlikely to change their mind on this aspect and council will be forced to comply with the planning policy before being permitted to submit a planning application. It was suggested that town council therefore carry out the requirements as stated by ESC, at the same time as completing a spec/ design for a planning application.

Red Cross Hut – it was suggested that the requirements of ESC planners be fulfilled to enable a planning application to be submitted when possible. Proposed by Cllr Flunder, seconded by Cllr Davy. Agreed by all.

R and D Asbestos survey – Flat 1 Hurren terrace £625 plus vat – to approve. Management Asbestos survey – Casino - £425 plus vat – to approve. Proposed by Cllr Flunder, seconded by Cllr Temple. Agreed by all.

c) Leisure and Environment Cttee – To receive the report and recommendations of the Leisure and Environment Cttee meeting held on 26th March 2026.

CCTV - police have advised where they would like extra cameras to be placed. The council CCTV provider has visited the sites and provided a summary for the cttee. Costs; approx. £4k for Ferry Rd at RNLI premises, £4k for Pier Ave/ North Parade at Putting Green, £3k for Mights Rd, and £3k to improve Wi fi signal to Town Hall. Total £14k from STC budget £25K. Proposed by Cllr Wells, seconded by Cllr Jarvis. Agreed by all.

TIC/ Digital Screen update – The CCF revenue grant will cover the costs of a window digital screen for the TIC to display a map of Southwold (as a map has been the most requested item at the TIC over the past 12 months). Cost of map from Spring £350 / cost of new screen £3k – to be paid from CCF Revenue – Proposed by Cllr Davy, seconded by Cllr Miller. Agreed by all.

d) Roads Cttee –No meeting held.

e) NSIP Working Group – *Cllr Davy*

To receive update from ESCEP meeting at Yoxford Village Hall on 26th Feb 2026. Cllr Wells and Cllr Flunder attended ESCEP meeting at Yoxford Village Hall and gave a debrief. Only possible outcome = degrees of mitigation.

To note STC response to *Lionlink Statutory Consultation*

Lionlink consultation has closed – Walberswick has been forceful in their representations.

To receive any other 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 – Sizewell C

Roads infrastructure has been disruptive but progress has been made. There has been more HGV traffic from the north than anticipated.

Meeting with Marjorie Barnes is taking place on 21st April 2026 to discuss Southwold impact of the works. Cllr Davy will attend and has requested data from businesses to show how business is suffering.

Sizewell Tourism fund is ESC administered.

EA2 – Thorpeness 21st April 2026 presentation re their drilling.

Sealink exam closes 5th May 2026. Many unresolved issues Seas/ESC/SCC has raised many issues such as the need for the project in the first place - if no need needs no project.

Other issues include the route to converter station from A12. Lack of mitigation/compensation being offered. After exam closes there is 3 months to make a recommendation and then 3 months for a decision.

f) Emergency Plan working group – to receive update. Cllr Wells.

Meeting took place last week with Reydon PC. There are no ‘new’ rest centres – these were in the original plan and have now been visited by ESC. Cllr Wells has asked for the rest centre manager courses. Emergency boxes are fine – no more required. Cllr Wells and Cllr Hurr will review all boxes to make sure everything works.

6. **Councillor Vacancy** –Newsletter is being distributed and this includes information about the vacancy.

7. **Town Hall Project** – *Cllr Davy*

To receive update – including opportunity to apply for National Heritage Lottery Grant To consider, and if agreed, approve draft Project Design Brief March 2026

To consider, and if agreed, approve budget of up to £5000 to engage professional support for an interest enquiry submission to HLF.

Cllr Davy advised that the scope of works to be discussed at the meeting next week – including addition of Balcony/more toilets/more offices. Costings of these could mean that the project will cost more than the previous detailed scoping.

Discussion on whether the project should include basement in the works so can apply for HLF grant aid - these will need Heritage outcomes. Clerk has met a potential consultant to assist with HLF - see the brief in pack. It is suggested that STC submits a preliminary application to the HLF to see if they would be interested in the project. Cost of assistance with this will be in region of £4,500 (so seek a £5k budget).

Members were advised that there would be additional costs if go to whole application

HLF Budget proposal of £5000 for submission of an initial interest - Proposed by Cllr Temple, seconded by Cllr Wells. Approved with 1 abstain.

It was mentioned that volunteer timescales will be high. And that reserves will be used for the project until there is a property sale.

Cllr Wells mentioned the town sign on the balcony and asked about the colours on it – seeking to get this repainted. New backing plate for the town sign approx. £200. Quote awaited.

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

a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for March 2026. (*circulated to members*).

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

b) *To receive and consider* management accounts/ budget/ and balance sheet for month end February 2026.

Income approx. £45k extra than budgeted. Interest from CCLA has stood well. Year end will be better than thought. Year end balance will be approx. £1.25m (reserves policy presently states £1m balance).

c) *To receive report and recommendations of Finance and Governance Cttee* meeting held on 30th March 2026 – including policies and donation request - *Cllr Jarvis*

Recommendations:

Year End Arrangements 2025 – 2026.

SALC internal audit has been scheduled as agreed. Recommended therefore that the SALC Letter of Engagement be approved and signed. Proposed by Cllr Temple, seconded by Cllr Wells letter. All agreed.

Policies detailed below circulated in advance of the meeting. It is recommended that all policies be Approved.

Model Publication Scheme,

IT Policy,

GDPR Policy,

Web Accessibility Policy,

Data Protection Policy – to include data mapping and data protection training.

Proposed by Cllr Temple, seconded by Cllr Flunder. All agreed.

Request received – from Oaklands for a vehicle for their residents to get out and about. Oaklands is situated in Reydon, but Southwold residents do use the facility. There are 8 Southwold residents presently in Oaklands out of the 24 units. Any donation will need to be commensurate with the number of residents it would be assisting. A donation of £250 recommended. Proposed by Cllr Davy, seconded by Cllr Wells. 6 in favour, 2 abstain.

Cllr Jarvis explained that the two major items for discussion at Finance was Town Hall and LGR. The decision to go to 3 unitaries is a political decision and will be confirmed by a Structural change order in Autumn 2026. Cllr Jarvis advised that STC needs to engage with the new shadow unitary when in place. Cllr Jarvis suggested STC will need to consider asset transfers/more staff/resources etc. Roads/Highways could be an issue for STC.

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

a) SAG / HMC – Cllr Flunder.

Cllr Flunder advised that the chosen design consultant gave presentation re new design of caravan site. Project manager is now in place for the caravan site redesign. They will give outline proposals in due course and will need to communicate with the caravan site owners. Regarding finances – ESC now have to show the accounts in a format for the Department of Transport. HMC is communicating better. Leases are still outstanding but are gradually being resolved.

Harbour reserves approx. £550k are ring fenced in the ESC accounts. These are to be made fully transparent and public.

b) SRS – *Cllr Gladwell* – no update.

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

RAF Honington Voluntary Band – 28th February 2026

Hadleigh Civic Service – 8th March 2026

HMS Trumpeter – visit

Commonwealth Day – Monday 9th March 2026 at 10am

Suffolk Justice Service – Sunday 22nd March 2026

SCC Chairman’s Civic Reception – Tuesday 24th March 2026

Sole Bay Lions Club 52nd Annual Charter Celebration – 29th March 2026

11. **To note date of Annual Town Meeting** – 15th April 2026 at 6.30pm at Town Hall.

12. **Forthcoming Events for councillors**

Charter Fair opening – Thursday 28th May 2026

Charter Lunch – Thursday 28th May 2026

Civic Songs of Praise – Sunday 14th June 2026 11.15am

13. **LGR – Decision** - Three Councils for Suffolk – no further comments.

14. **Consultations to consider**

East Suffolk Call for Sites – *consultation date to be announced*

East Suffolk Place shaping project – *to 24th April 2026*

<https://www.eastsuffolkplaceshaping.com/index.php>.

15. **Newsletter and Community Directory** – Delivery being arranged.

16. **Date of next Town Council Meeting:** Tuesday 28th April 2026

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

17. **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** Nil

Signed.....

Dated