



NOTICE

You are Summoned to the Meeting of Southwold Town Council which will be held on Tuesday 25th March 2025 at 6.30pm at the Town Hall

Signed *L. J. Beavan*

Dated 18th March 2025

AGENDA

1. **Apologies:** To receive and approve apologies for absence.
2. **Declarations of interest:**
 - a) To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.
 - b) To receive Declarations of Other Registerable Interests / Non registrable interest regarding the agenda.
 - c) To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.
 - d) To note that the Register of Interests of all Members is to be updated with changes as they occur.
3. **Minutes:** To approve and sign the Minutes of the Town Council meeting held on Tuesday 25th February 2025.
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 including update on Coastal Management work on prom north of Pier, and moving of Beach Huts, and ESC update regarding Devolution.
ESC Cllr Beavan will then take questions from Councillors and public.
 - b) To receive report from SCC Ward Cllr M Ladd.
 - c) To receive comments from the public on matters on the agenda.
5. **To receive reports from Committees and Working Groups:**

To receive the report of the meeting of;

 - a) Planning and Development Committee
 - o To receive the minutes of the meeting held on 18th March 2025
 - b) Landlords Cttee – to receive minutes of meeting held on 6th March 2025 including recommendations regarding properties *
 - c) Leisure and Environment Cttee – to receive minutes of meeting held on 6th March 2025.
To receive update re V E Day anniversary events
 - d) Roads Cttee – *no meeting held*
 - o To receive feedback regarding resurfacing of Mill Lane.
 - o To re- establish a Public Rights of Way working group - to work alongside members from Reydon and Walberswick parish councils/ SCC Rights of Way team/Southwold Common Trust/ Walberswick Common Lands Charity – *See previous Terms of Reference*

- e) NSIPS working group – to receive update on;
- Sealink – DCO process and timescales.
 - Sizewell C – Community Forum 27th March at High Lodge.
 - Anglia One/Eurolink and North Falls Offshore Wind Farm, Five Estuaries Offshore Wind Farm Project.
 - Lionlink – feedback from Walberswick drop in 15th March/ and see correspondence re proposed seismic survey.
 - AEPA - E. Suffolk Town & Parish Councils meeting on Thursday 10th April from 6.30 - 8.30 pm at Snape Maltings.
 - Potential annual parish meeting with SEAS as guest speaker.
- f) Southwold Harbour
Harbour Revision Order working group – *No meeting held*. Response to consultation received.
To receive update re STC member application for HMC vacancy.
- g) Town Awards working group – To promote award nomination
- h) Devolution working group – *no meeting held*
Devolution - To consider providing delegated authority for the working group to issue a response on behalf of STC to; Unitary/Local Government Reform – Consultation to 13th April 2025.
- i) Comms working group – no meeting held. *To note that newsletter/ strategic plan is ready for delivery*
8. **Financial Matters**
Audit and Governance
- a) Accounts for Payment - To receive the management accounts, balance sheet and bank reconciliation to February 2025 and confirm the Accounts for Payment for March 2025 (*circulated to members*)
- b) To receive verbal report of Finance and Governance Cttee Meeting held on 25th March 2025. *To consider and if agreed approve recommendations.*
9. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings 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) HMC/ SAG – Caravan Site forward strategy.
10. **Town Mayor updates including.**
Future Mayor events
Southwold Lions Charter Lunch – 27th April 2025
Southwold Town Mayors Charity Concert. 2nd May 2025
Sole Bay Bowls Club official opening of outdoor green – 4th May 2025
- Councillor events**
ESC Town conference 27th Feb 2025–*feedback*
Commonwealth Day –*feedback*
11. **Consultations** - *see above re Devolution*
Help shape the Air Quality Strategy for East Suffolk -To complete the survey, please visit <https://eastsuffolk.co/air> The survey will close on Wednesday 2 April.
12. **Date of next Town Council Meeting:**
Tuesday 22nd April 2025 at 6.30pm preceded by Annual Parish Meeting at 6pm.

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

13. **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.*

Legal / Professional updates – 1 Strickland Place

Staffing – Resources

Tenders - Gable End H T

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 6.30pm on Tuesday 25th February 2025.

PRESENT:	Councillor	S Flunder – Town Mayor
	“	D Beavan
	“	P Davy
	“	P Goldsmith (arrived 7.30pm)
	“	C Hurr
	“	R Jarvis
	“	Mrs J Miller
	“	M Palmer
	“	Mrs V Redington
	“	R Temple

Also present: SCC Cllr M Ladd and the Town Clerk.

1. a) **Apologies:**
To note/approve apologies for absence. Apologies for absence were received from Cllrs Gladwell and Wells which were noted. Apologies were also received from the High Steward.
2. **Declarations of interest:**
 - a) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.* Nil. Cllr Redington re 1Strickland Place.
 - b) *To receive Declarations of Other Registerable Interests / Non registrable interest regarding the agenda.* Cllr Flunder declared an interest re the Sailing Club donation request. Cllr Temple declared an interest re the insurance policy renewal.
 - c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* Nil.
 - d) *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:** To approve and sign the Minutes of the Town Council meeting held on Tuesday 28th January 2025.
Proposed by Cllr Beavan, seconded by Cllr Miller. All agreed.
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 including update on Coastal Management work on prom north of Pier and moving of Beach Huts.*
ESC Cllr Beavan will then take questions from Councillors and public.
ESC Beach Huts – see publications re the huts moving. It is hoped that they can go back before the school holidays.

ESC Council tax has been agreed. Budgets are tight and ESC will need to use £6m reserves.

ESC Cllr Beavan – locality has approx. £6,500 left and will allocate this for a partnership piece of work with the surgery for 2 days a week to link people with social prescribing etc to build care within the community being aimed at helping people with respiratory problems and to link to free insulation grants/ warmer homes/ less damp/mould etc.

Potters Bridge – breached again – so should be ok this winter and until the autumn. ESC Cllr Beavan is trying to push MP to push Environment Agency into action, but nothing happening at the moment.

Question was asked - as money is tight, how is ESC checking that holiday lets are paying for waste removal as well as business rates?

Cllr Beavan advised that people need to manually check if those paying business rates are putting bins out for normal collection or not.

ESC Cllr Beavan advised that there is information publicly available on business rates, so for example for people in Tibbys Triangle, but this does not help as people use other people's bin to put their refuse in and not necessarily their own.

Question was asked whether there is a full list of the holiday lets who are paying business rates? This information is available online under the relevant postcode for the property.

Question was asked - what about numbers 1 -33 beach huts who cannot use their huts due to the prom works - what about a rent reduction?

ESC Cllr Beavan explained that a rent reduction will be pro rata reduction only – not for the whole year.

- b) *To receive a report from SCC Ward Councillor M Ladd including update on proposals for a Norfolk/Suffolk Unitary Authority and Suffolk Energy projects. SCC Cllr Ladd will then take questions from Councillors and public.*

SCC Budget was approved on 13th February 2025. Balanced budget 2024-25 but 2025-26 will increase by 6.7% to £804million with an emphasis on children and adult care. Will need to be a £10.9m savings on services. The agreed SCC Budget will mean a 4.99% rise on council tax. For a Band D this will be £31.72 per week which is a £1.51 increase per week.

Fire Service – SCC will invest an extra £1.6m in Fire Service which presently operates 35 stations, with 43 vehicles. Suffolk Fire has been Rated Good at protecting the public but needs more work on equality and inclusion – diversity leadership culture.

SCC Libraries – 45 libraries will be brought back inhouse. Contract expired last year with Suffolk Library Services. Same opening hours. Investing in new mobile libraries. All information and the recommendation will go to Cabinet on 18th March 2025.

Local Government Reorganisation – SCC has agreed to propose a one Unitary as part of the fast-track programme. One unitary means 'One Suffolk' (not 2 i.e. East and West Suffolk) and is being proposed by SCC as Suffolk only has a population of 750k – 800k in the whole of Suffolk. Government wanted Unitary with a minimum 500k population. If an East /West scenario had been chosen, then both Ipswich and Lowestoft would have both been in East.

Devolution - Mayoral election will take place May 2026 over Combined authority of Norfolk & Suffolk (no more Police & Crime Commissioner).

SCC Cllr Ladd – Lionlink announcement is good news for Southwold but not for Walberswick.

Mill Lane resurfacing is taking place in March.

Question regarding LGR - Has there been any discussion with Norfolk over Unitary position. SCC Cllr Ladd advised that yes there had been close discussions. Norfolk have not yet had their council meeting to confirm the proposals which they will be submitting. There have also been discussions with all of the district councils.

Cllr Flunder extended thanks to Cllr Ladd for contacting Richard Rout and advised that STC will be suggesting a Southwold meeting with SEAS and that it would be good if Richard could come along. SCC Cllr Ladd advised that he would also be willing to attend and advised that SCC do not approve of the piecemeal effect of all of the energy projects. All need co-ordinating.

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

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

To receive the report of the meeting of;

a) **Planning and Development Committee;**

o To receive the minutes of the meetings held on 28th January 2025 and 18th February 2025

o To note the decision of the ESC planning cttee re Coach House, Park Lane.

Cllr Flunder – re The Coach House – Cllr Beavan and Cllr Flunder spoke at the ESC Planning Committee (after a site meeting had taken place). ESC planning Committee refused the Coach House planning application. The Chair of the Committee did state that N Plans had to be taken into account, as a priority, in planning considerations.

Cllr Flunder spoke at the ESC Planning Committee today re the Pier Paybooth. ESC planning Committee approved the application.

b) **Landlords Cttee** – no meeting held. *See updates as attached.*

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

To consider update re V E Day anniversary events and to consider and if agreed approve budget for the event. See attached recommendations.

It was agreed by all to await Cllr Goldsmith to arrive. – see further in minutes.

d) **Roads Cttee** – *to receive minutes, and to consider and if agreed approve recommendations from meeting held on 12th February 2025.*

See recommendations;

1 **As a temporary fix, a solar light be placed on the Barclays wall or URC Wall (with relevant owner's permission). Budget £100 to be allocated for 2 solar lights for this location.**

2 **That 2 donation boxes be purchased for this car park – Budget £1900.**

3 Fast chargers to be increased to 65p per unit to help shorten length of capital investment return.

Recommendations 1.2.3 Proposed by Cllr Beavan, seconded by Cllr Davy. All agreed.

- e) **NSIPS working group** – to receive update on;
- Sealink – *DCO process and timescales as publicised*
 - Sizewell – *see newsletter updates.*
 - Anglia One/Eurolink and North Falls Offshore Wind Farm, Five Estuaries Offshore Wind Farm Project. *No update*
 - Lionlink – Cllr Davy advised that the announcement had now come through that Walberswick has been chosen. Need to support them as much as possible. Meeting at Reydon last week – 70 people attended. Fiona Gilmore spoke re Sealink. Taking connection from Friston to Southeast. Residents will be encouraged to register to respond to the DCO. It was suggested that STC make a donation to SEAS to help costs of their assistance/legal work. Cllr Davy is a member of the working group of EAPA for which there will be a meeting at Snape soon to which all will be invited. The Project is already having a bearing on people in Friston/local area causing stress/mental health issues.
 - Sizewell Community Fund – Cllr Flunder advised that final grants have been given out again and the determination of who has got money is very disappointing against Southwold organisations. Cllr Davy advised that Southwold Tennis Club will have discussion with Sizewell Foundation. Cllr Jarvis advised that council knows that Sizewell grant funders believe both STC and Southwold are affluent. Cllr Flunder advised that information had been available showing that Southwold and Great Yarmouth are the most deprived areas as per other studies too.
 - STC meeting with SEAS as guest speaker - Cllr Flunder explained that he is asking Fiona Gilmore for dates when she could speak to council/ members of the public.
- f) **Southwold Harbour**
Harbour Revision Order working group – *No meeting held.*

To receive update about STC member application for HMC vacancy.
Appointment of Cllr Jarvis to the HMC is going to the Leader for ESC consideration.
Cllr Beavan advised that there is not a vacancy for STC but there is one vacancy – ESC is just checking due diligence as to how this must be allocated.

The ESC Task & Finish Group is still considering how to cover the costs needed for the harbour.

Discussion about the position for STC in MOU/ HRO.

Cllr Flunder advised that the HMC wants a strategic plan going forward.
Query was raised as to what the impact on the HRO will be from Devolution?
Cllr Beavan advised that ESC need to get on with doing the job, and that the Harbour is critical and needs to be done now. HRO is going through – but will not happen anytime soon.

Cllr Flunder advised that STC do not know what the harbour plans are and that STC need a clear plan.

Cllr Beavan advised that ESC is on version 3 of the plan now and is trying to get the best solution for the harbour/town and noted that people should work together. Cllr Beavan advised that STC do not need to sign MOU at present, as this is not a critical driver.

Cllr Beavan left the meeting at 7.20pm.

Cllr Jarvis advised members that the MOU is not critical to get a plan in place for the harbour. ESC needs £12 – 13m to do all the work for the harbour for which it could raise £6m but would need another £6m.

Cllr Flunder advised members that the comms has not been good. The Caravan owners have written their own summary which has been sent round.

g) **Town Awards working group.**

To receive recommendation – *see paper attached.*

Award will take place at Charter Lunch on Thursday 29th May 2025. Application form to be back by 2nd April 2025 for STC to consider at the April meeting. The working group are doing more research on what to recommend for the actual “award” itself i.e. a crystal lighthouse.

It was agreed by all to approve the recommendation for the wording for the nomination.

h) **Devolution / Local Government reorganisation working group – no meeting held. To consider and if agreed, to add Cllr P Davy to the membership of the working group. Proposed by Cllr Jarvis, seconded by Cllr Miller. All agreed.**

To Consider Town Council response to consultation – it was agreed for the working group to meet and draft a response to the Consultation re Devolution.

6. **Meeting with MP** – *Feedback from online meeting held 17th February 2025.*
Members felt that Jenny had been open and was very involved in local issues. The next meeting will be held in person in 6 months.

SCC Cllr Ladd left the meeting at 7.30pm.

7. **Business network group / website/ apprentice** – *updates*

The apprentice started yesterday, and the website will be updated by the apprentice.

With respect to the business meetings, only 1 person and Cllr Flunder had attended the meeting prior to Christmas. STC to meet Menta and James Milnes about how to invigorate the group. It was noted that the businesses still do not want a formal structure/business association etc.

8. **Financial Matters**

Audit and Governance

- a) Accounts for Payment - To receive the management accounts, balance sheet and bank reconciliation to January 2025 and confirm the Accounts for Payment for February 2025 (*circulated to members*)

On the proposal of Cllr Jarvis, seconded by Cllr Miller it was agreed by all to approve the Accounts for Payment for February 2025. All agreed.

- b) To receive report of Finance and Governance Cttee Meeting held on 17th February 2025.

To consider and if agreed approve recommendations including policy. See attached.

Cllr Jarvis explained the £75k difference between budgeted income and expenditure on the revenue account within the budget for 2025.2026.

See recommendations:

That the Gardner Road fast charges be increased to 65p per unit. Agreed by all.

That CCLA is still an appropriate investment for the majority of funds. They are still AAA rated, the risk has been considered and negated as far as possible. The CCLA rating to be regularly considered as part of the risk review/analysis. Agreed by all.

The insurance policy is with Aviva, and this is the last year of the 3-year agreement. The premium for 2024 – 2025 was £33,135.20 and the renewal premium is £40,002.26. All assets have been considered and adjustments made as required. Aviva will wish to site visit some of the properties and STC is considering quotes for any re valuations required. February renewal price considered and Agreed by all.

SALC are the internal auditor for 2024.25, as per Council approval June 2024 who approved that their internal audit programme of work has regard to the town council identified risks. SALC Terms and Conditions (letter of engagement) approved in June 2024. Terms and Conditions letter will therefore be completed and returned as per this approval. AGREED by All.

The IT / phone/ e mails, Microsoft licences, monthly system and support costs are renewable at £399.96 per month under the ongoing agreement. Agreed by all to continue.

9. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings 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) HMC/ SAG – as above.

Cllr Goldsmith arrived at 7.30pm and it was agreed to revert back to committee reports.

5.c) Leisure & Environment report and recommendations;

V E Day celebrations – members were updated on the proposals for VE Day – Budget for all matters presently being discussed is £3020. Grant application has been submitted to ESC but in view of the short timescale to make arrangements, it is proposed that £3020 come out of L&E budget if application is not successful at ESC. Discussion re Tea Dance costs and whether volunteers could do cakes/ sandwiches.

V E Day arrangements - Set aside £3020 from Land E Budget – Proposed by Cllr Goldsmith, seconded by Cllr Jarvis. All agreed. It was suggested that a request could also be made to Cllr Beavan ESC locality grant.

Ferry Road garden maintenance and Mights Road/Electricity Green – Moore’s Maintenance had provided some costs, and these were provided to members. All Agreed to go ahead with the one off and monthly costs as quoted in the e mail. Total = £85 per month/ongoing.

10. **Town Mayor updates including.**

Service of Farewell to Bishop Seeley at St Edmundsbury Cathedral

Future Mayor events

SCC Chairman’s Civic Reception – 18th March 2025

Southwold Lions Charter Lunch – 27th April 2025

Southwold Town Mayors Charity Concert. 2nd May 2025

Cllr Flunder spoke re the events as detailed on the agenda.

11. **Councillor events**

SCC Community self-help – brush cutter training – *Cllr Hurr attended.* Cllr Hurr passed the brush cutter training. Congratulations were extended.

ESC planning forum – Town Clerk attended – *slides distributed.* Town Clerk gave feedback and the key figures on the ESC build quota.

ESC town marketing event - *town clerk and Cllr Flunder attended.* = re the footfall data and the trends and the initiatives ESC is helping with to try and attract footfall.

Cllr Davy advised that SEAS have done some research into the drop of footfall across ESC. It was suggested that prices are too high across the country and people can go abroad for the same money.

Future events;

ESC town conference 27th Feb 2025– *Cllrs Flunder, Jarvis and Goldsmith attending.*

Commonwealth Day – Monday 10th March 2025 10am at Gun Hill

Southwold Town Mayors Charity Concert – 2nd May 2025 - councillor invitation

12. **Consultations**

Strengthening the standards and conduct framework for local authorities in England - – **Deadline 26th February 2025.** Cllr Jarvis spoke re standards being lower than they need to be. Clerk to check SALC response and confirm as STC.

- Planning Reform Working Paper: Streamlining Infrastructure Planning - GOV.UK inviting views on how the Government could reform the process for consenting Nationally Significant Infrastructure Projects (NSIP). The Planning Reform Working Paper “proposes a number of measures that could be taken to streamline the consenting process for national infrastructure and to enable faster decision-making, whilst ensuring the process is fair and certain”. **There is no formal deadline. Noted**
- Consultation on Reforms to the Energy Performance of Buildings Regime - Ministry of Housing, Communities and Local Government - Citizen Space consulting on proposals to reform the Energy Performance of Buildings Regime in five critical areas: updating EPC metrics, refining requirements for Energy Performance Certificates (EPCs) and Display Energy Certificates (DECs), improving data management protocols, strengthening quality control, and revising Air Conditioning Inspection Reports (ACIRs). **Deadline: 26 February 2025. Noted**
- Improving the energy performance of privately rented homes: 2025 update - GOV.UK consulting on proposals to raise the minimum energy efficiency standard required of privately rented homes in England and Wales to the equivalent of Energy Performance Certificate (EPC) C by 2030. **Deadline 2 May 2025. Noted**

13. **Date of next Town Council Meeting:** Tuesday 25th March 2025 at 6.30pm

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

14. **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.*

Legal/ Staffing/ Tenders. – see report attached re 1 Strickland Place.

Fire Station = for information only.

Cllr Redington left before Strickland Place discussion.

See Savills update. After discussion it was Agreed by all to accept the update and approve that the sale price be amended to £895k. All agreed.

There being no further business the meeting closed at 8.05pm.

Signed

Dated



SOUTHWOLD TOWN COUNCIL

Minutes of Planning Committee Meeting held on **Tuesday 18th March 2025 at 6pm.**

Present; Cllrs; Flunder, Gladwell, Goldsmith, Hurr, Wells. Also, the Town Clerk.

1 - Apologies:

To receive and approve apologies for absence - Apologies were received from Cllr Palmer – approved. Also, from Cllr Temple – noted.

2 - Declarations of interest:

- a. To receive any declarations of Disclosable Pecuniary Interest regarding the agenda. Nil.
- b. To receive any declarations of Other Registerable Interests regarding the agenda. Nil.
- c. To receive any declarations of Non-Registerable Interest. Nil.
- d. To receive any request for dispensations regarding the agenda. Nil.
- e. To receive details of any lobbying to members. Cllr Flunder re Museum application

3. To approve minutes of meeting of 18th February 2025. Approved by all – chair to sign.

4 - To receive comments from the public on matters on the agenda

(each will be allowed a maximum of 3 minutes – to a total maximum of 10 minutes).

Nil.

6pm – 6.10pm ESC Planning officer attended the meeting on zoom to explain the extent of the new aspects being requested in the application for 17 Market Place. Left at 6.10pm – meeting commenced as below.

5- Planning Matters:

- a. To determine the Town Council response to the following applications:

17 Market Place – DC/25/0179/FUL AND DC/25/0567/LBC

Members endorsed the comments contained within the response of Historic England.

Mill Lane is of historic character – see Rosemary Cottage which is a Grade 11 listed building.

Members agreed that the application created overdevelopment, that the materials were not in keeping with the surrounds and therefore did not support the requirements of the N Plan. There is a lack of parking for this application, and a parking facility – the garage, is being taken away. There is no provision for a cycle store either. The proposed build will affect the amenity for those in Mews Cottage and take existing light away from several other neighbouring properties.

It is presumed that the gates will open inwards to the site.

It was agreed by all to refuse the application as presented. Further discussion took place about what might be acceptable. Depending on drawings, design, materials the committee agreed that they might not be averse to a single storey dwelling in this location – so long as no further parts of the sites are to be residential.

Dc/25/0505/FUL – Mrs T’s – Blackshore

Retrospective application as work has already commenced - but no objections to the application.

Dc/25/0751/LBC – 9/11 Victoria Street

Discussion about why the door is being changed – the design is significantly different to that already in situ and there is no information provided about this. It was felt that the property was of historic character and that any material changes should reflect this. However, the reasons the door was required, for heat retention and accessibility improvements was noted. It was noted that the door cannot be seen from the street. It was suggested that the applicants be asked to retain the door and put it back on the property if they ever moved. Members agreed by a majority to support the request.

b. ESC decisions – Noted.

c. Applications to ESC Committee. Nil

d. Any Planning Inspectorate Appeals Lodged.

Nil

e. Any licence applications/decisions to consider;

Licence application for chairs and tables at Two Magpies.

With the proposed table and 2 chairs in situ, the width of the pavement is in excess of 2m, and therefore adheres to the Suffolk Design Street Guide, and the Department for Transport Inclusive Mobility – A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure As this fits with policy, the Town Council has no objection to the application.

f. Any consultations to consider. Nil

g. Other Planning matters – Nil

6 - Date of next Planning and Development Committee Meeting:

Tuesday 1st April 2025 at 6pm.

Signed Dated

**Draft Minutes of Southwold Town Council Landlords Committee meeting held
6th March 2025 at 10.30am at Town Hall Southwold. Rep LL 02.25**

Present – Cllrs Gladwell (Chair), Flunder, Goldsmith, Miller, Redington, Wells.
The Town Clerk was also present.

1. **Apologies:** To receive apologies for absence. There were no apologies for absence.
2. **Declarations of interest:**
 - a. *To receive any declarations of Non registerable Interest regarding the agenda. Nil*
 - b. *To receive any declarations of Disclosable Pecuniary Interest/ Other Registrable Interests regarding the agenda. Nil*
 - c. *To receive any request for dispensations regarding the agenda. Nil*
3. **To receive comments from public.**
Nil
4. **Minutes/ notes of the previous meeting** – Minutes of meetings held January 2025 had been approved by all.
5. **Update on repairs and planned works 2024.2025 including tenants’ maintenance requests for consideration including; *** See landlords updates – March 2025 for full details.** Members considered the property repair update and proposed actions for each property including the following;

Casino windows- quotes have been received. All contractors have expressed the need for more structural investigation before the windows could be installed. After consideration it was agreed that STC would get professional advice re the structural repairs so that there are no surprises.

Water Tower - Cllr Gladwell gave an update on her visit with the building inspector at ESC and what the recommendations had been. See copy off briefing note. Quotes to be obtained for the works.

Cllr Gladwell advised that the building inspector had mentioned that the rear area could have been filled with soakaway crates and that it would be necessary to understand the load that these could take. Cllr Gladwell to find out when the crates were installed and how we could assess load.

Discussion about the strategic plan for the property and the outside area. Options to be considered at the next meeting.

Gable End HT – Tenders are being received and will then be analysed by Allman Woodcock and the results subsequently presented to STC for consideration.

Underpass Station Road – Quote received of £3k to undertake the fire protection works. It is to be recommended that this be approved.

Town Hall - Professional team will be needed to assess the requirements/ costings before it goes to tender, and to then put the tender pack together. Professional team – quotes being received. Discussion about the priority for the works – it was noted that the town hall is not fit for full community purpose – see access and disability report as previously commissioned. Under devolution and LGR there may be need for more services to be accessed locally and the town hall will need to be fit for purpose and accessible.

Archiving records at Town Hall – this could be started at any time – councillors to consider way forward. Museum has offered to assist.

6 Other matters

SCC Thermal imaging project - the thermal camera will again be available for 2 weeks for tenants / public use.

2 Strickland Place - North and Hawkins have discussed the matter with the planning authority to come to an agreed way forward.

Meter boxes – Water Board – Flat and shop Market Place. Costs have been received from the Water Board to split the supply. Quotes awaited from A Hammett.

EPC – loft insulation upgrades. All lofts in the Station Rd premises have been assessed for thickness and suitability. Only one needs additional coverage. This will be ordered under the SCC grant scheme.

Suffolk Safe Renters/Eastern landlords Assoc – Clerk attended latest meeting which concentrated on the Renters Rights Bill, but also again covered the issue of damp and mould in properties and ways to help. STC is a member of the National Landlords Assoc and the Eastern Landlords Assoc which is based in Norwich.

Shop Station Road – lease to be signed. Deadline to be provided to both solicitors and the prospective tenant to ensure that this does not slip further.

7. Grant availability for insulation/ property repairs etc.

SCC Loft Insulation Scheme – Noted

8. Budget 2025-2026 – *Noted as approved by STC in January 2025.*

9. Date of next meeting - 10th April 2025 at 9am

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

10. Exclusion of Public and Press: Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following.

Legal Advice Tender for works

Rent/lease reviews

Discussion regarding tenant's arrears on insurance and why some remain unpaid. Action process approved for each individual property.

Underpass Station Road – Quote received of £3k to undertake the fire protection works. It is to be recommended that this be approved.

Leisure and Environment Committee noted from meeting held on 6th March 2025 at midday at the Town Hall.

REP L and E 1/2025

Item	Subject	Details
1	Present	<p>Cllrs Goldsmith (PG), Miller (JM), Flunder (SF), Palmer (MP) Redington (VR) and Wells (MW).</p> <p>Also present the Town Clerk.</p>
2	Apologies and Declarations of Interest	<p>There were no apologies for absence. There were no Declarations of Interest</p>
3	Minutes of the previous meeting	<p>To note the minutes of the previous meeting - notes from December 2024. All agreed.</p>
4	Standing Orders-public section.	<p><i>NIL</i></p>
5	Environmental matters – timelines and completion dates	<p><i>Connection of Jubilee Bridge to Ferry Rd garden</i> - These works have now taken place, and it looks very good.</p> <p><i>Regular maintenance of Ferry Rd Garden and garden area on Station Rd</i> – to be recommended to council – see quotes received for one off maintenance as well as monthly works. Corner of Ferry Rd footpath to be reported on SCC Highways Reporting tool.</p> <p><i>Electricity Green – Cordyline –Vertas</i> have advised that the old leaves al need removing and this will help for future years maintenance.</p>
6	Leisure and Other matters	<ul style="list-style-type: none"> • <i>Play area repairs</i> – Ongoing. Quote from ESS approved by council. • <i>Town Sign repairs</i> – Hollesley Bay have expressed an interest in assisting but need the sign delivering to them. The Sign is now in a very bad state of repair. After discussion it was suggested that a new one be made, using the same design as at present. It was suggested that Hollesley Bay/ David Barber be approached to quote along with any other contractors. Quotes to be obtained. • <i>Seed for Klondyke area</i> – members suggested that it would be best to get 2 quotes for the seed to be sown professionally, and watered and maintained as it was felt that throwing seed on the area would not improve the surface. <p><i>ESC Box Up application for Klondyke area</i> – has been approved for the Klondyke. ESC is now arranging the legal agreement. Clerk has chased this with the Communities team and legal team at ESC.</p> <ul style="list-style-type: none"> • <i>Community self-help scheme - Keeping Southwold looking tidy – sustainable solutions?</i> Next volunteer work party – 18th May 2025 am. Check that Cllr Davy and the assets admin will be available to lead the volunteers along with Cllr Hurr.

		<ul style="list-style-type: none"> • <i>Payphone Ferry Road</i> – see planning application request from BT to remove phone box on Ferry Road. Previously approved for STC to take the box on for a defib. • <i>Footpaths</i> – Ferry Road to Harbour. Members were advised that the footpath is accessible from the town but that there is no wheelchair accessibility at the harbour end of the path. Cllr Redington will provide Cllr Flunder with more details so that this can be considered by the various harbour groups. • <i>Second Mine for North Parade</i> – Cllr Wells advised that there is another mine at Graham Murrays which might be available at a price for North Parade. Discussion about the mine. It was agreed by all that in view of the work which would be needed to it, and the permissions required from ESC, this will not be taken further at present. • <i>Existing mine on North Parade</i> – ESC to be reminded to paint and repair.
7	Finance – budget – quotes	<ul style="list-style-type: none"> • <i>Budget requests for 2025 – 2026</i> – see budget as approved by STC for 2025 – 2026.
8	Events To consider	<ul style="list-style-type: none"> • <i>VE Day 80th Anniversary</i> – 8th May 2025 – arrangements are coming together but another meeting of the stakeholders will be required to keep the project on track. Meeting to be arranged. • <i>Circus 2025/ 2026</i> – Russells circus will be attending in May 2025. • <i>Charter Fair 2025</i> – Discussion about the regulations required for events and the time required to monitor the fair event. Presently the Fair only pay historic site fees, and these have not been reviewed. Fees for events on ESC land were advised to members. After full discussion it was agreed by all that the Fair be notified that a fee of £1000 will need to be levied this year to cover road closure costs and management of the event as well as the site fee. • <i>Food and Drink Market 2025</i> – application has been submitted to ESC by the organisers.
8	Date of next meeting	TBC – May 2025 – separate VE Day event meetings to take place.



Ministry of Housing,
Communities &
Local Government

Having your say: Government Consultation on the creation of Norfolk and Suffolk Mayoral Combined County Authority



Introduction

- **Welcome**
- **Overview of devolution**
- **Devolution priority programme**
- **Consultation**
- **Norfolk and Suffolk Mayoral Combined County Authority**
 - **Governance and Powers and Functions**
- **How to have your say**
- **Q&A**



Devolution - Overview

What is English devolution?

- English Devolution is the Government ambition of moving power out of Westminster and to people who know their areas best.

What is the proposal for Norfolk and Suffolk?

- The proposal is the creation of a Mayoral Combined County Authority covering Norfolk and Suffolk.

What is a Mayoral Combined County Authority?

- Mayoral Combined County Authorities are organisations made up of a group of councils who agree to take on devolved powers and funding so that they can take strategic decisions together across a bigger area. An example of this is Greater Manchester Combined Authority.
- They are led by a mayor – who is elected by local residents.
- Mayoral Combined County Authorities do not replace Local Authorities.

Why a mayor?

- Mayors provide an accountable focal point for a region.
- They are equipped with a range of new powers and greater control of local funding across planning, infrastructure, transport, skills, business and energy.



The English Devolution White Paper and the Devolution Priority Programme

What is the English Devolution White Paper?

- In December 2024, the government published its English Devolution White Paper. This sets out our plans to move power out of Westminster and back to local communities, ensuring that every part of England is covered by devolution.
- The English Devolution White Paper set out an ambitious new framework for English devolution of which the detail of which can be found at: [English Devolution White Paper](#). We will cover what this means for Norfolk and Suffolk later on.

What is the Devolution Priority programme?

- This programme provides places with a fast-track to mayoral devolution - aiming to see a new wave of mayoral elections in May 2026.
- This would provide areas with new powers and functions as set out in the English Devolution White Paper, giving local areas a greater say in what happens in their region.
- Norfolk and Suffolk were announced as being successfully on the Devolution Priority Programme on 5 February.



What are consultations and why are we having them?

- Before the Government can take a decision on whether to proceed with the making of the necessary legislation to establish the Mayoral Combined County Authority, it is keen to consider views from those who live and work in Norfolk and Suffolk. This is being done through the consultation.
- The consultation seek views, on the effect of establishing a mayoral combined county authority in the area. It includes questions on the proposed geography and how the Combined County Authority will make decisions, together with questions on the effects of working across this geography through a Combined County Authority and Mayor.
- **Importantly, this consultation does not seek views on local government reorganisation proposals which may be being developed by councils locally in response to a formal invitation from Government.**
- Consultations are now live and will run until 23:59 on 13 April 2025.
- Once the consultations have concluded, government will carefully consider the responses in order to decide whether to establish the Mayoral Combined County Authority. If the decision is taken to proceed, and Norfolk County Council and Suffolk County Council consent, legislation will be brought before Parliament to establish the Authority.
- To share views, respondents can visit our consultation page for Norfolk and Suffolk. We will provide a link at the end of the presentation.



Ministry of Housing,
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How Norfolk and Suffolk Mayoral Combined County Authority will work

Each of the Constituent Councils appoint two of their members to be members of the Mayoral Combined County Authority.

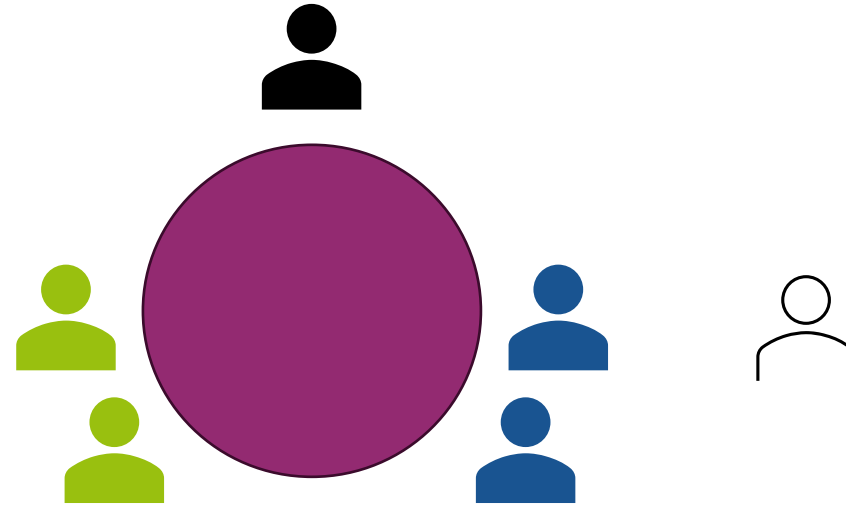


Norfolk
County Council



Suffolk
County Council

Together with the Mayor, those five people make up the Mayoral Combined County Authority and make decisions about how it will use its devolved budget and functions.



Most decisions will be taken by a simple majority vote with the Mayor needing to be in the majority.



The Mayor will be elected for a four-year term by all local government electors for Norfolk and Suffolk.

Some functions, for example the local transport plan and establishment of Mayoral Development Corporations, are 'mayoral functions' and can only be carried out by the Mayor.

The Mayoral Combined County Authority can also appoint up to four other members to provide particular experience or expertise – these are called either non-constituent or associate members and are non-voting members by default.

Non-constituent members can represent other bodies such as district councils, the local NHS trust or a police & crime commissioner.

Associate members are individuals with particular experience, for example a local business rep or active travel expert.



Powers and Functions

What would devolution bring to Norfolk and Suffolk?

Through devolution, the newly established Mayoral Combined County Authority would receive powers, responsibilities and funding. This would give the Mayoral Combined County Authority control over how funding is spent, including to tailor how it is spent to meet local needs in the area. Some of the powers the Combined County Authority would receive are over:

- **Transport:** New transport powers, including through the Mayoral Combined County Authority becoming the Local Transport Authority, could make it easier for people to commute and travel around Norfolk and Suffolk.
- **Skills:** The skills powers and funding available could allow the Mayoral Combined County Authority to tailor the training and support for adults in the area to the types of jobs available locally and to local priorities.
- **Housing:** The funding and powers available to deliver new housing across the Mayoral Combined County Authority geography could help address issues around housing affordability in certain areas.
- **Economic development:** The Mayoral Combined County Authority would play a key role in attracting investment into Norfolk and Suffolk and supporting business growth. This could be particularly beneficial to key sectors such as advanced manufacturing and support the growing digital tech sector. This could also support new businesses in Norfolk and Suffolk to grow and succeed.
- **Environment and climate change:** A strong role for the Mayoral Combined County Authority, such as playing a leading role in local nature recovery strategies, could help maximise the benefits from Norfolk and Suffolk's natural environment.
- **Health, wellbeing and public service reform:** The Mayoral Combined County Authority could play a key role in improving health and wellbeing, underpinned by a new bespoke duty in relation to health improvement and health inequalities.
- **Representation:** The Mayor would take a seat at the Prime Minister's Council of Nations and Regions as well as the Deputy Prime Minister's Mayoral Council, which would give the area a stronger voice with the government.



Have your say?

We encourage you to engage and have your say in the consultation?

- You can submit your representation in the following ways:
- Online: You can scan the QR code to the right or simply google 'Norfolk and Suffolk devolution consultation'
- Email:
NorfolkandSuffolkDevolutionConsultation@communities.gov.uk
- Post:
Devolution Priority Programme Consultation
English Devolution and Institutions Team
Ministry of Housing, Communities and Local Government
4th Floor
2 Marsham Street
London
SW1P 4DF
- **All representations must be received before the deadline of 13 April 2025 at 23:59**





Ministry of Housing,
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Local Government

Thanks for listening