

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 7.30pm on Tuesday 30th November 2021.

PRESENT:	Councillor	J Windell – Town Mayor
	“	D Beavan
	“	Miss A Betts
	“	I Bradbury
	“	S Flunder
	“	Mrs J Jeans
	“	Mrs J Jordan
	“	M Ladd
	“	M Rowan-Robinson
	“	J Sutton
	“	R Temple

Also present; The Town Clerk and the High Steward and 3 members of the public via Zoom.

1. **Apologies:**

To receive apologies for absence. Apologies were received from Cllr Goldsmith.

2. **Declarations of interest:**

a) *To receive any declarations of Personal Interest regarding the agenda.*

Cllr Jeans declared a Personal Interest as Chair of Southgen re the Red Cross Hut, And a personal interest on the donation request for Southgen as considered by the Finance Committee.

b) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.* Cllr Windell declared a pecuniary interest on the Red Cross site.

Cllr Jeans declared a pecuniary interest on the Red Cross site.

Cllr Temple declared a pecuniary interest on the Red Cross site.

c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* Not applicable.

d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.* Noted.

3. **Minutes:** To approve and sign the Minutes of the Town Council meeting held on Tuesday 26th October 2021. **On the proposal of Cllr Betts, seconded by Cllr Jordan it was RESOLVED by all to approve the Minutes of the Town Council meeting held on Tuesday 26th October 2021.**

4. **Public Forum**

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 his monthly update from ESC had been circulated.

Esc Cllr Beavan advised that full Council has considered the second home loophole regarding residential/business refuse collections. ESC Cllr Beavan explained that ESC/Norse will now check that domestic refuse collections are not to be carried out

for business registered homes. ESC Cllr Beavan will spot check that houses registered as businesses do not put bins out for the residential Norse collection.

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

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

SCC Cllr Ladd advised that the monthly SCC newsletter has been circulated. SCC has applied for £50m fund for bus service upgrade for the Suffolk services.

The Government has given SCC more resources to fight Covid 19 - Ipswich Hospital is seeing pressures.

SCC has taken its outstanding Sizewell concerns to the Secretary of State.

Suffolk has many National Infrastructure Projects taking place and this is causing pressure on SCC resources – for example the amount of planning literature that the SCC planners have to respond to .

SCC – Potters Bridge B1127 still closed. SCC Cllr Ladd is meeting Highways tomorrow to ensure that a long term solution can be found. SCC Ladd has offered some of his funding allowance towards the costs of the feasibility study. ESC Cllr Beavan advised that he is hopeful for good news on Potters Bridge tomorrow – however the water but will not be cleared by Christmas.

c) *To receive comments on matters on the agenda (each will be allowed a maximum of 3 minutes).*

(10 minutes will be allocated overall for this section- subject to Town Mayor discretion).

A resident had sent in questions in advance of the meeting in connection with the redevelopment of Station Yard and these were read to the meeting. Cllr Windell responded to each query individually.

5. To receive reports from Committees:

a) *To receive the report of the meeting of the Planning and Development Committee meetings held on 2nd and 16th November 2021. No recommendations. Noted.*

b) *To receive a verbal update from Planning and Development Committee on any further planning/development matters to be brought to the attention of the Council.*

2 Dunwich Road application for a change of use from garage to a 1 bedroom house. The STC Planning Committee has asked for the Neighbourhood Plan policy to be applied as it does now have weight.

24 Fieldstile Road application for paving front drive for parking. LPA is minded to refuse as there are Neighbourhood Plan policies that apply to this situation too.

c) *To receive a written report from the Landlords Cttee meeting held on 9th November 2021. No Recommendations. Noted.*

d) *Leisure and Environment cttee – no meeting held. To receive verbal report regarding skatepark community group. Meeting held with ESC and an interested member of the community to see whether an upgraded replacement skate facility could be considered for the Klondyke. The RDC as a community charity are involved with the potential project and an interested skate community group is being formed to move this forward.*

6. To receive reports from working groups.

a) *N Plan Task and Finish Group. (N Plan = as per Town Council priorities 2019 –*

2022 c) encourage full time residency within the Town d) Preserve and enhance the natural and built environment). To receive update regarding N Plan Inspectors Report

and Referendum. Cllr Rowan-Robinson advised that a Referendum will take place in the New Year. Cllr Rowan-Robinson advised that residents will need to support and vote for the N Plan for it to become accepted. Cllr Jeans advised that once known, there will be a need to publicise the date of the Referendum. Discussion regarding the comms support that might be required for this. Budget to be established.

- b) *Sustainable Travel – to receive written update – see attached.* See the written report. No further updates.

7. **Town Mayor updates**

Thanks were extended from Cllr Windell to all for supporting Remembrance Sunday and to the Bishop of Dunwich for stepping in at the last minute.

St Edmunds Day – 19th November 2021 – Sticky buns were delivered to the school.

Arbor Day – 1st December 2021 – planting 3 trees in Hospital Green for which the holes will be prepared in advance at midday. As pre tradition – the local Vicar/School Head will plant a tree along with the Town Mayor. The school children will also be attending.

Mayors Sleep out – 3rd December 2021 – Now been postponed due to Covid.

Christmas Carol Service – 19th December 2021 – scheduled for 19th December 2021 but await updates from the Church.

Cllr Windell met Dr Hopkins last week and planted trees with him.

8. **Climate initiatives**

Climate/sustainability forum – feedback from event held 13th November 2021.

Thanks were extended to the Arts Centre and to all guest speakers. 50 people attended for all sessions.

To create a climate/sustainability working group – Town Council to set terms of reference. The Town Mayor advised that this will be an advisory group for Councillors and public to join in with and asked that those interested forward their names to the Town Clerk as it would be good to get projects moving.

To receive update on other initiatives including; membership on SALC climate group, dedicated page on Town Council website, tree planting, further forum dates. Town Council website page is being created. Tree planting will move forward. Further forum dates being arranged. The Clerk has joined the SALC Climate Group to represent the Council and learn of the initiatives that other parishes/ towns are taking.

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) *East Anglia One and Two/Sizewell* – Cllr Flunder provided the report as circulated.

b) *Christmas Lights* – Cllr Ladd advised that some 2000 people had attended. It was considered that the lights had provided a good display and special thanks were extended to Adnams, Town Council, Co-op and Allotment Holders. Email has been received today thanking the Group for organising the lights and the switch on. Cllr Ladd advised that this will be last time he is involved in the event. Cllr Windell extended thanks to all of the Christmas Lights Group for their work in organising the switch on this year.

10. **To receive update from Station Road Project Board meeting Nov 2021**

(Project = as per Town Council priorities 2019 – 2022 b) Diversify and enhance the local economy). Project Board was held on 18th November 2021 and Cllr Bradbury provided an update. Finalisation of Design Review is at Stage 3, as will be required by potential tenderers, and expected to be completed before Christmas. Tender process will be an open tender process. With regards to the clearance of site, the relevant planning conditions are being discharged and the professional team await up to date details from LPA on this as two of the statutory consultees were very late in responding to the application. The Project Team would hope to have information by 14th December regarding the time line for the clearance of the site. Cllr Bradbury confirmed that the Project Board members have confidence in all involved in the project including the Project Board, the Project Management Team, and Project Design and Professional Team. The Council Finance committee are also carrying out due diligence too.

Cllr Jeans advised that the architects connection is with a Cambridge office and that the quality of their architectural and written work is superb.

Cllr Flunder expressed disappointment that the notes from the Project Board meeting are not available by the time of the Council meeting, and that the financial shortfall needs to be covered as without additional support the plan is not viable. Remediation costs were considered to still be of concern and it was considered that builders will have to consider inflation within their tenders. In view of this the cost base is likely to be under estimated. Cllr Flunder advised that he would like to resign from the Project Board and suggested that there needs to be more pressure from the Project Managers and the Project Team to get the construction completed, although an office block for 82 people is not necessarily the right approach.

Cllr Ladd reminded the meeting that much time and resource had gone into the project to date, which is now 2-3 years behind schedule. Cllr Ladd advised that he was disappointed that Cllr Flunder was resigning from the Project Board, as his contributions are correctly challenging. Meeting was advised that more funding will be required to continue the project.

Cllr Beavan suggested that there are still other options. Discussion took place regarding the need for space, and potential options for the spaces. Cllr Windell advised that it is flexible workspace, and that it will therefore be up to operators, the interest shown, and the open market, as to what goes in there.

11. **Financial Matters**

a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for November 2021 (*circulated to members*). **On the proposal of Cllr Temple, seconded by Cllr Betts it was agreed by all to confirm the Accounts for Payment for November 2021.**

b) *To receive report and recommendations of Finance and Governance Meeting Rep 11.21* held on 19th November 2021.

Recommendation in relation to; CIL, Office IT and donations.

CIL Funding – It is recommended that Council approves in principle to allocate some of its CIL funding for warning signage for the B1127 – subject to; other stakeholders also providing funding, costs being ascertained, and subject to the

necessary agreements from SCC ref the placement and use of the signage. Proposed by Cllr Betts, seconded by Cllr Flunder.

Discussion took place regarding the signage and Cllr Beavan explained that Council does not need to decide yet as this is work in progress. Cllr Jeans suggested that CIL money could be used for other signage such as parking. Cllr Flunder explained that all of the local communities this are experiencing issues because of the road closure and that such signage would be a great help, and therefore it would be prudent to reserve some CIL monies to support this initiative. Cllr Beavan advised that it is hoped that this is not needed, but that it would be good to have an in principle agreement.

On the proposal of Cllr Betts, seconded by Cllr Flunder, it was recommended that Council approves in principle to allocate some of its CIL funding for warning signage for the B1127 – subject to; other stakeholders also providing funding, costs being ascertained, and subject to the necessary agreements from SCC ref the placement and use of the signage.

APPROVED with a majority of 9 in favour, one against and one abstain.

Cllr Jeans did not take part in the discussion below.

Southgen donation

Further to previous approval, Southgen has now advised that it would like the Town Council donation to the library to go specifically towards the cost of the kitchenette (£1600), and the creation of a window seat for children (£400.)

On the proposal of Cllr Betts, seconded by Cllr Jordan it was agreed by all to approve the request.

Cllr Jeans returned to the discussions.

New desktop computers – cost in region of £1700 for upgraded hardware for both staff. On the proposal of Cllr Bradbury, seconded by Cllr Temple it was agreed by all to approve the recommendation.

12. **Date of next Town Council Meeting:** Tuesday 14th December 2021 at 7.30pm.
(subsequently cancelled)

There being no further business the meeting closed at 8.30pm.

13. **Exclusion of Public and Press if required:** Pursuant to section 1 (2) of the Public Bodied (Admission to Meetings) Act 1960 it was unanimously resolved, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following.

Police Station Site – to consider and approve draft response regarding sale of site. It was agreed by all to amend the first draft response before sending. Amended draft to be recirculated.

Employment meeting – see Conf Employment Report attached including recommendations re staffing structure 2022. Noted. No decision made.

Finance Conf report 11/2021 including recommendations re Tenders 7 Hurren Terrace, H of T for Station Rd.

7 Hurren Terrace – on the proposal of Cllr Jordan, seconded by Cllr Flunder it was agreed by all to appoint Lexdens as the contractors.

H of T for Station Road – information noted regarding the drafting of the H of T. It was agreed by all to consider a level of minimum rent required as per report, and inflation adjusted return.

Leisure and Environment – see conf report re marshes lease. On the proposal of Cllr Beavan, seconded by Cllr Jordan it was agreed by all that a one year interim lease would be appropriate for the grazier. This would cover until such time as new funding scheme is available in 2023.

9.30pm – S/O extend meeting by 10 minutes. On the proposal of Cllr Temple, seconded by Cllr Jeans. All agreed

Landlords confid report 7/2021 including recommendations re rent reviews, and Red Cross site.

Rent Reviews – several rent reviews are due on properties at Hurren Terrace and Station Road. On the proposal of Cllr Betts, seconded by Cllr Jordan, it was agreed by all to approve the recommendation made within the report.

Cllrs Windell, Jeans and Temple left the meeting.

Red Cross Hut, including implications of policies within the N Plan. On the proposal of Cllr Betts, seconded by Cllr Jordan it was agreed by all to approve the recommendations made within the report.

Signed

Dated.....