

## SOUTHWOLD TOWN COUNCIL

### **Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 7.30pm on Tuesday 27<sup>th</sup> February 2024.**

PRESENT:	Councillor	S Flunder – Town Mayor
	“	Cllr Beavan
	“	P Davy
	“	Mrs V Gladwell
	“	Mrs P Goldsmith
	“	R Jarvis
	“	Dr J Miller
	“	M Palmer
	“	Mrs V Redington
	“	J Sutton
	“	R Temple
	“	M Wells

Also present: The High Steward, The Town Clerk. SCC Cllr M Ladd and 3 members of the public.

Welcomes were extended to Cllr Miller. Declaration of Acceptance of Office had been signed.

1. a) **Apologies:**  
*To note/approve apologies for absence. Nil.*
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 regarding the agenda. Nil.*
  - c) *To receive Declarations of Non-Registerable Interests regarding the agenda. Nil.*
  - d) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda. Nil.*
  - e) *To note that the Register of Interests of all Members is to be completed within 28 days of the election and updated thereafter with changes as they occur. Noted.*
3. **Minutes:** (i) *To approve and sign the minutes of the Meetings of the Town Council held on Tuesday 30<sup>th</sup> January 2024 and 15<sup>th</sup> February 2024.*  
**On the proposal of Cllr Goldsmith, seconded by Cllr Wells it was RESOLVED by all to approve the Minutes of the Town Council meetings held on Tuesday 30<sup>th</sup> January 2024 and Tuesday 15<sup>th</sup> February 2024. All agreed.**
4. **Public Section**
  - a) *To receive a report from East Suffolk Ward Councillor D Beavan.*  
*ESC Cllr Beavan will then take questions from Councillors and electors.*

ESC Budget was set last week and was passed unanimously. Less than 3% increase in taxation.

Ref Potters Bridge – ESC Cllr Beavan met with SCC Cllr Ladd, the Environment Agency and Natural England. Set up a road map with agreed KPI – so making progress but the beach outlet now needs to be dug again. If the landowner does not continue with this then the EA will take it on again. May need some real time information this autumn to indicate flood levels at the site so people are informed of the depth. Quote for signs is approx £23k. May need to look at ESC CIL monies/STC/Reydon PC to assist SCC in funding the signage.

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

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

Ref Potters Bridge – it is clear tonight. Would hope that the measures in place, as mentioned above, will help to keep it clear.

SCC budget - £74m is being put into social care. £47m to children social care, £24m to adult care. Demand for service is rising. £752m is SCC agreed budget. Council tax will be a 4.99% increase. 2.99% on general, 2% on adult care – approximately an average of £1.12 per week extra.

SCC – have recently shut down a fake university website which was scamming young people to pay over fees.

The specific Arts & Heritage funding for 9 organisations will cease after 2024-25 but a new funding pot will be opened with access for all.

East Street TRO is being carried on as a 2 bay withdrawal as originally intended in order to widen the road to the required standards to prevent cars needing to drive on the pavements.

The East Suffolk Community Partnership is supporting the food bank and the Loft but have problems contacting Southwold Primary School.

A meeting is being held on 16<sup>th</sup> March 2024 to consider the setting up of a Men's Shed for this area – to be sited at Millenium car park.

ESC Cllr Beavan advised that SCC is also cutting housing support monies for the most vulnerable. ESC and SCC officers are working together to try and lessen the impact.

SCC Cllr Ladd advised that unfortunately this is a non-statutory duty of SCC. And that SCC is having to use reserves to carry out statutory duties.

Cllr Flunder – Buses at the Old Kings Head are causing major potholes so what is the answer to this ongoing issue?

SCC Cllr Ladd has put in for this area to be resurfaced as a priority from the extra funding that SCC has received for such areas. SCC Cllr Ladd will continue to chase with officers.

*c) Public - To receive comments on matters on the agenda (each member of public will be allowed a maximum of 3 minutes). (10 minutes will be allocated overall for this section- subject to Town Mayor discretion).*

A member of the public spoke about foxes on the town marshes. Fantastic habitat of birds etc which are on the amber and red list and need protecting from foxes. Would like to propose some control of fox numbers to protect the birds as there are no natural predators of foxes. Real risk of bird species being lost. Could be denying future

generations knowing these bird. Mink are controlled. Rabbits are controlled. Rats/mice are controlled. Night shooting is an option and wildlife trusts do such controls. Natural England has to give permission.

*Questions from councillors*

Cllr Beavan – need to control muntjac as well - STC to consider its actions.

Cllr Flunder – advised that STC would need to consider and referred it through Leisure & Environment Committee to consider further.

5. **To receive reports from Committees.**

**Planning and Development Committee**

a) i) *To receive the written report of the meeting of the Planning and Development Committee held on 6<sup>th</sup> February 2024. No Recommendations. Minutes noted.*

b) **Landlords Cttee** – *To receive the written report of the meeting of the Landlords Committee REP 02.24 held 15<sup>th</sup> February 2024. Recommendations in relation to property repairs including Hurren Terrace, 21 Market Place, workshop door, EPC upgrades, North Parade Shelter.*

Cllr Sutton – see recommendations on Landlords report.

**a) Workshop door – 2 quotes received. 1) £1772 plus Vat (£2126)- works could be undertaken within 6 weeks, 2) £2619 inclusive of Vat reduced to £2319 by using existing lock and handles – work could be undertaken within 6 weeks.**

**It is recommended that Quote 1 be approved.**

**Proposed by Cllr Goldsmith, seconded by Cllr Wells. All agreed.**

**b) New store room at 21 Market Place – 2 quotes received 1) £10,401 plus VAT – (£12,481) could be done within 6 weeks 2) £11,088 inclusive – could be started by end of March 2024.**

**It is recommended that quote 2 be approved for £11,088. Proposed by Cllr Goldsmith, seconded by Cllr Jarvis. All agreed.**

**c) Flat roof – Unit 9 H T – quote received to renew roofing following emergency temporary repair. Total cost £2448. Mixbrow arranged the temporary repair. It is suggested that they be asked to arrange this follow up works. Agreed by all to recommend. Proposed by Cllr Goldsmith, seconded by Cllr Jarvis. All agreed.**

d) North Parade Shelter – needs painting and guttering repairs.

Emergency gutter repairs and roof tile repairs are being carried out following anti-social behaviour.

Painting – quotes 1) £2785 inc materials – work can be done by end March 2024. 2) £2455 including materials. Work could be done by end April. Graffiti paint was mentioned as a desirable by the cttee – this would be an additional £800 – £1200.

**After full discussion, it was agreed to recommend that quote 1 be accepted.**

**Graffiti paint not required due to cost.**

**Quote 1 (but not to include anti social paint). Proposed by Cllr Temple, seconded by Cllr Wells. All agreed.**

ESC Cllr Beavan suggested that the fire quote for 7 Hurren Terrace be sent to ESC Housing Department Private Sector Housing for their consideration. ESC to be kept updated on the STC decisions/thoughts.

- c) **Leisure and Environment Cttee** – *To receive the written report of the meeting of the L and E Cttee REP 01.24 held 31<sup>st</sup> January 2024. Recommendation in relation to CCTV.*

*Also – update re D Day commemorations 6<sup>th</sup> June 2024, 50 years of Local Government 2024, and Charter Lunch Thursday 30<sup>th</sup> May 2024, opening of Ferry Road Garden 6<sup>th</sup> March 2024 at 9.30am.*

**CCTV – quotes – See quote attached. To be located on balcony to view both sides of High Street/East Street as an anti social behaviour deterrent. Police are aware. Proposed by Cllr Beavan, seconded by Cllr Sutton. All agreed.**

D Day – 6<sup>th</sup> June 2024. The use of Gun Hill for any commemorations will not be taken forward. Instead there will be a service with poems/hymns/readings etc. Piper will attend, and flags will be purchased for the Town Hall and church.

50 years of Local Government will be combined with Charter Lunch on 30<sup>th</sup> May 2024 after Charter. It was suggested that STC republish the book about the loss of the Borough.

- d) **Roads Cttee** – *To receive the written report of the meeting of the Roads Cttee REP 01.24 held 9<sup>th</sup> February 2024. Recommendations including those arising from the consultation outcomes in respect of; 20mph limit, residents parking, and raised crossing points.*

**East Street – the recommendation is for the removal of 2 parking bays. There has been some objection from local businesses as parking will be lost – but highway and pedestrian safety will be improved. SCC Cllr Ladd had advised that Highways would recommend the taking out of both bays to make sure East Street becomes wide enough as per highway regs. All agreed to take 2 of the bays out as originally recommended by SCC Highways in view of the safety concerns along this stretch of road.**

**20mph in Southwold – Recommendation - To ask that SCC Implement 20mph for Southwold from North Road. Discussion took place about where the 20mph should commence. It was agreed that it should be from Scout Hut rather than North Road. Proposed by Cllr Flunder, seconded by Cllr Beavan. All agreed.**

**Resident parking in timed bays - to recommend that there be a request to ESC to provide an extension of the existing residents parking arrangements in limited time bays as per the consultation suggestion, on the terms as presently required.**

A debate took place regarding the High Street parking spaces. Cllr Beavan advised that this area will be considered on a case by case basis.

**Proposed by Cllr Davy, seconded by Cllr Wells and agreed by all to recommend that there be a request to ESC to provide an extension of the existing residents parking arrangements in limited time bays as per the consultation suggestion, on the terms as presently required.**

**Recommendation re priorities for Raised Priority Crossings be as follows.**

1) No 51/Sutherland House area.

2) Queen Street area

**Recommendation, that the area by No. 51/Sutherland House, Queen Street be costed for installation of Raised Priority Crossings - proposed by Cllr Beavan, seconded by Cllr Wells 8 in favour, 3 against, 1 abstain.**

**Recommendation - that the Highways safety team look at Market Place/Town Hall/East Street area as a separate piece of work. proposed by Cllr Sutton, seconded by Cllr Davy. All agreed.**

**Recommendation that the Disabled bay be moved from the cobbles to the one parking space outside the URC. Agreed unanimous.**

Cllr Flunder spoke with reference to the Roads Committee letter from Reydon PC. Cllr Beavan suggested that any relevant road cttee matters could be incorporated within the informal quarterly meetings which already take place with Reydon P C rather than setting up another meeting, and that members of Reydon PC are welcome to come and sit in the Roads Committee meetings.

e) **Election to committees – to receive Cllr nominations for vacancy on; Planning cttee and Leisure and Environment cttee.**

**Cllr Miller advised that she would like to be considered for the Leisure & Environment Committee Agreed by all.**

Planning Committee has 1 vacancy.

6. **To receive reports from Working Groups (task and finish) Groups;**

a) *Comms working group – No meeting held. Business website agreed – see below.*

Members will visit Spring tomorrow who will then present to the Business Group on Thursday night.

b) *NSIP working group. No meeting held.*

*To consider and if agreed approve Cllr Miller as a member of the working group.*

*To note online meeting 7<sup>th</sup> March 2024. Agreed that Cllr Miller join the NSIP working group.*

7. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings attended and any training events 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) *Christmas lights – To consider and if agreed approve Cllr Wells as Town Council representative. Cllr Wells to become the STC representative - Agreed by all.* The cttee do have a programme for fundraising for the year.

b) *HMC/SAG/ Harbour Users – Including Vision Setting consultation - Cllr Beavan/ Cllr Gladwell.* Cllr Beavan advised that ESC await response from Caravan Owners and then the formal consultation will go out. Cllr Gladwell advised that nothing else is happening on the cttee / groups as the vision is awaited.

c) *Southwold Walberswick Flood Board – including Potters Bridge – Cllr Beavan.* As above.

- d) *S and R CPEG – To confirm Cllr Wells as the Town Council representative.*  
**Confirmed by all.** Cllr Wells attended a course last week re being a rest centre manager. Mr Gladwell has done the course as well and thank you was extended to him.
8. **National Energy Projects** –  
*Lionlink / Sizewell/Anglia One//Sealink, and North Falls Offshore Wind Farm, Five Estuaries Offshore Wind Farm Project – To receive updates.*  
 Need to ensure there is liaison between all the NSIP cable projects.
9. **Enterprise Hub** *to receive progress update from meetings with Project Board, construction team, and operators. \*\**  
 Cllr Flunder advised that the project review meeting is today. Handover date likely now to be late April. Planning discharges are awaited. Suppliers of doors and windows have delays. Site looks good and there has been no real problem with the recent flooding. The operator document will be ready to sign next week and then exchange will take place. Advertising will then be able to be started by Menta. Menta will present at the Business meeting on Thursday.
10. **Business meetings** *to note that the next meeting for businesses/traders is to take place on Thursday 29<sup>th</sup> February 2024 at 5.30pm at Reading Room Swan Hotel.* Noted
11. **Closure of Suffolk Records Office in Lowestoft** – *See Beccles Town Council/ Southwold Museum letters (as attached). To consider, and if agreed, to write letter.*  
 Cllr Jarvis and Cllr Flunder did not vote.  
**It was AGREED WITH 2 ABSTAIN that STC write a letter similar to that of Southwold Museum, regarding the proposed closure of the records office.**
12. **Town Marshes** – *drainage. To receive update.* Meeting held with farmer last week who has been doing lots of work to clear the culverts and dykes. The excess rainfall last week means that the water on the marshes is still high. Looking into a pump for a week to get the marsh clearer. Might need help from IDB – Cllr Beavan to be asked about pump/funding from IDB as the EA have said no to a funding request. So STC will need to action themselves if there is a need to pump. As ESC ward member Cllr Beavan is looking at possible solutions for other areas throughout the district so will keep the town marshes in mind.
13. **Financial Matters**  
 a. *To receive report and recommendations of Finance and Governance Cttee – To receive verbal report from meeting 26<sup>th</sup> February 2024 FIN Rep 01.2024.*  
 Cllr Jarvis advised that the Enterprise Hub and potential property purchase are the immediate expenses.  
**Donation request - Food Bank –**  
**After full discussion it was agreed by all to recommend that the Town Council support the project with a donation of £679 for the dishwasher. Donation to be made as soon as monies required. Donation budget has been allocated for 2023.2024 and this donation will therefore be funded from reserves if required before the next financial year.**  
**Proposed by Cllr Jarvis, seconded by Cllr Beavan. All agreed.**

Risk – climate change – need to consider having a plan to engage with resilience committees. Cllr Beavan advised that the Flood Board is part of resilient coast projects and Cllr Jarvis would be welcome to come and observe.

b. *Accounts for Payment - To receive the management accounts/bank reconciliation and balance sheet for February 2024.*

**On the proposal of Cllr Jarvis, seconded by Cllr Wells it was agreed by all to approve the Accounts for Payment for February 2024. All agreed.**

- c. *Investments – To receive update on investments and balances held. Proposed by Cllr Temple, seconded by Cllr Jarvis and agreed by all that STC liquid cash, not required for the monthly cashflow, be invested in the CCLA product. Authority for the finance cttee to invest and withdraw funds as appropriate.*
- d. *Procurement thresholds - SALC advice; ‘Councils can amend the standing orders (section 18) and financial regulations (section 11) if they wish to, to reflect this update’. It was agreed by all that STC updates its Standing Orders in accordance with this recommendation.*

14. **Forthcoming Meetings/ Events for Council/Councillors**

*2 day volunteering course CAS – Cllr Wells.*

*Landlords courses – various – Cllr Gladwell and the Town Clerk will attend.*

15. **Town Mayor updates including.**

a) *Events attended - Nil.*

b) *Upcoming engagements – Suffolk Justice Service Choral Evensong – Sunday 26<sup>th</sup> March 2024 at St Edmundsbury Cathedral.*

c) *Town Mayor volunteering project – verbal update.*

16. **Consultations for council consideration**

*Street Trading Policy – consultation to 17<sup>th</sup> March 2024. Noted.*

17. **Date of next Town Council Meeting:** Tuesday 26<sup>th</sup> March 2024 at 7.30pm.

Members of the public left the meeting.

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

18. **Exclusion of Public and Press if required during discussions:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it will 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.*

**SEE Finance CONF REP 01.2024**

STC to ask to be introduced to the new Managing Director and Chief Operating Officer of Adnams as/when they are in situ. Agreed by all.

Police Station – No recommendation.

Fire Station Site - Agreed by all for the Finance Committee plus Cllr Redington to research and find out more about what is happening with the site and consider options in liason with SCC Cllr Ladd.

Harbour – STC field Ferry Road – AGREED by all that Cllrs Goldsmith/Palmer/Davy/Jarvis form a working group to consider the options.

Signed .....

Dated .....