

## SOUTHWOLD TOWN COUNCIL

### **Minutes of the Meeting of the Town Council of Southwold, held via Zoom at 6.30pm on Tuesday 27<sup>th</sup> April 2021.**

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

Also present; 12 members of the public, the Town Clerk.

1. **Apologies:** *To receive apologies for absence.*  
There were no apologies for absence.
2. **Declarations of interest:**
  - a) *To receive any declarations of Personal Interest regarding the agenda.*  
Nil.
  - b) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.*  
Nil.
  - c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.*  
Nil.
  - d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.*  
Noted.
3. **Minutes:** (i) To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 30<sup>th</sup> March 2021.  
**On the proposal of Cllr Windell, seconded by Cllr Betts it was RESOLVED by all to approve the Minutes of the Town Council meeting held on 30<sup>th</sup> March 2021.**
4. **Public Participation**
  - a) *To receive a report from East Suffolk Ward Councillor D Beavan.*  
ESC Ward Cllr Beavan – meeting with the Environment Agency at Potters Bridge to assess options, and Southwold and Walberswick Board meeting in May. Sea has made outfall but has closed again – need to be ready for winter.

Links Cottage –has permission to knock through back garden to park cars – no time limit on it – and it will be an Airbnb. The Public footpath seems to be the access route.

ESC Cllr Beavan advised that he has resigned from the Station Road Project Board

*ESC Cllr Beavan will then take questions from Councillors and electors.*

There were no questions from Councillors.

A resident asked re Potters Bridge – there is some pooling at the minute. Would be interested in the outcome of the Environment Agency's thoughts.

The Town Mayor said it is in the domain of Reydon and was on the Agenda because everyone else has it on their Agenda. But care re the matter because it is an SCC issue.

ESC Cllr Beavan advised that the Environment Agency are planning to get a digger there to dig out.

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

(SCC Cllr Ladd – in pre-election period).

No comments.

But members to note re Potters Bridge – This is an Environment Agency problem and SCC Highways need to work with the Environment Agency as a partnership.

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

Cllr Flunder asked about the pavement stickers in the town – these do not seem to be working as they are coming off the pavement. Cllr Flunder also felt that the colours chosen are not so good as previous. One way on the pavements - Can this be re-looked at as it will be causing problems in streets. Should we consider closing the High Street to help with Covid.

The Town Mayor advised that businesses seem to be against closure in the past. Need to look about the stickers not sticking. Cllr Beavan advised that these matters are down to the Town Development Manager who is trying to sort it out. Cllr Beavan suggested that once we are able to have face-to-face meetings we should try and meet with the shopkeepers as need to consult with them on these matters.

Cllr Ladd advised that when he had spoken with the Town Manager about the stickers there had been issues with printers. Cllr Ladd suggested that any High Street closure should be business led. Cllr Windell advised that people should speak to Pier Avenue and Victoria Street residents regarding any discussions about High Street closures as they will be impacted.

A resident asked re the Bailey Bridge – when will it be known if it is closing.

The Town Mayor advised that SCC are looking into this again and a report from SCC is awaited.

A resident asked what is happening about Pier Avenue resurfacing and why is it in such a bad condition? The Town Mayor advised that it maybe lorries have caused it. There is a long waiting list for roads to be resurfaced.

Cllr Ladd advised that Pier Avenue is on the SCC list – and that the problems may be from when major sewage works were done.

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

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

A resident spoke re comments at the Finance Committee. They advised that the Town Clerk had given a summary of the budget for Station Road Project and that a cttee member had said it's not viable – as there will be a shortfall on building costs. The resident suggested that an operator needs to be in place before design is done. Re delegated power to Project Board – this is not a public accountable board. The Town Mayor advised that the operators will be spoken to as per DLA report recommendation. Delegated Powers to the Project Board in place. Will be asking Council to facilitate the process between 7 – 17<sup>th</sup> May. The Town Mayor advised that an operator is being sought.

A resident – asked re dam boards at Blackshore sluice. Cllr Rowan-Robinson – board is going in at the Bailey Bridge culvert but not at Blackshore as the water levels on the marsh are still within the permitted levels.

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

a) To receive the written report of the meetings of the Planning and Development Committee held on Tuesday 6<sup>th</sup> April 2021 and Thursday 22<sup>nd</sup> April 2021.

*No recommendations.*

**On the proposal of Cllr Windell, seconded by Cllr Ladd it was agreed to receive and note the minutes of the Planning Cttee.**

b) *To receive a verbal update* from Planning and Development Committee on any further planning/development matters. Nothing urgent.

c) To receive the written report of the Leisure and Environment Cttee dated Thursday 8<sup>th</sup> April 2021 – REP L and E 3/2021. *No recommendations.*

It was agreed by all to receive and note the report of the L and E cttee dated 8<sup>th</sup> April 2021.

d) Landlords Cttee (as per *Town Council priorities 2019 – 2022 priority c and e*)

To receive verbal update from meeting held Tuesday 27<sup>th</sup> April as follows.

Flat 21 Market Place is now tenanted.

2 Strickland Place – window repairs are being done. Tree works have been done.

1 Strickland Place – fence repaired.

7 Hurren Terrace – scope of works done.

25 Market Place – survey works done.

13 Station Road – await update report.

Boating Lake – grant application will go in this week.

e) Sustainable Travel cttee (*as per Town Council priorities 2019 – 2022 priority f*)  
*Improve access, parking and traffic flow within the town*).

To receive verbal update on electric vehicle chargers at East Green.

Cllr Beavan suggested that there is a need to heighten the publicity to make sure people know about them.

Cllr Ladd – re Planning Committee page 2 Minutes – amendment to the Minute on page 2 – re Cllr Ladd name being up for sale.

The Town Mayor offered congratulations to Cllr Windell for all the Landlords work as much has done this year.

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 on the Reg 16 Consultation. Cllr Rowan-Robinson – nothing to report. Await timing of Consultation from ESC.

b) **Comms working group** – to receive notes from working group meeting.

Meeting was advised that the group is looking at Social media and at getting Facebook posts started again on a regular/formal basis.

7. **Southwold Harbour** – (*Project = as per Town Council Priorities 2019 – 2022 d) Continue to work with ESC to ensure that the Harbour is maintained and operated in the interest of the Town and its stakeholders*)

To note application process for co-opted members. Interviews to be held 17<sup>th</sup> May 2021. Noted application and interview dates.

8. **Election's 6<sup>th</sup> May 2021** – To note the 2 Town Council vacancies – see election timetable. Election results 10<sup>th</sup> May 2021. 10<sup>th</sup> May 2021 results day.

9. **Southwold Town Council Annual Parish Meeting** – Feedback from the meeting held on Wednesday 14<sup>th</sup> April 2021. The Town Mayor advised that Andy Wood had been an excellent guest speaker and had received very good feedback from those at the meeting.

10. **Potters Bridge** – To consider and agree Town Council response to ongoing flooding issues.  
As above.

11. **Remote Meeting Legislation** – to receive update. See 14b).

Cllr Ladd asked why the election of Chairman was taking place on 4<sup>th</sup> May 2021 when elections for 2 new councillors are not until 10<sup>th</sup> May. Cllr Beavan advised that he agreed with Cllr Ladd and that Council could delay decision until after the elections. Discussion. The Town Clerk reminded Council that they had considered this earlier in the year and had agreed to the date of 4<sup>th</sup> May in order that it could be carried out remotely on zoom. Any date after 7<sup>th</sup> May 2021 would necessitate a meeting in person which can only take place after 17<sup>th</sup> May 2021 in accordance with the Covid regs.

**On the proposal of Cllr Flunder, seconded by Cllr Ladd it was agreed to delay Annual Council Meeting until after 17<sup>th</sup> May 2021. 7 agreed. 1 against, 2 abstain.**

12. **Mayor's update** – a) HRH Prince Philip commemoration service St Edmundsbury Cathedral and at St Edmunds Church – the Town Mayor gave updates.

b) Bailey Bridge – as above.

13. **Civic Sunday**

To consider and if agreed approve that Civic Sunday be held on 12<sup>th</sup> September 2021. To be combined with Harvest celebration on 12<sup>th</sup> Sept 2021 at St Edmund's church (the Town Clerk to find out date of URC one to make sure there is no clash). Agreed by all.

14. **Financial Matters**

a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for April 2021 (*circulated to members*).

**On the proposal of Cllr Betts, seconded by Cllr Jordan it was unanimously agreed to approve the Accounts for payment for April 2021. All agreed.**

b) *To receive report and recommendations of Finance and Governance Cttee - Meeting Thursday 22<sup>nd</sup> April 2021 FIN Rep 04.21 Recommendations including Station Road Project Board membership/ STC Scheme of Delegation*

The Town Mayor introduced the Scheme of Delegation. Cllr Jeans advised that she wanted to ensure that for the procurement of demolition contractor there would need to be expertise from both ESC and STC involved in the interviews. The Town Mayor advised that there will be representatives from both councils and that Cllr Windell will be included for the demolition procurement considerations.

Cllr Ladd suggested that regarding the delegation of recommendation and decision making on the Station Road Project it will be useful to have a flow chart adding how decisions and recommendations are to be made.

Cllr Flunder advised that he was pleased that Finance Committee are involved in the project and the project discussions.

Discussion about qualifications/specialisms of members who are to be involved with the procurements/interviews etc. The Town Mayor advised that all members are valued members, and each will be called upon when their skills are needed. The Town Mayor will ensure that the Board will do the right thing.

The Town Mayor advised that at present the important work is just trying to ensure a smooth process during the period when Council cannot meet due to the Covid regulations. **Scheme of Delegation agreed by all.**

c) *To receive copy of initial expression of interest form to National Lottery Heritage Fund for Boating Lake improvements*

EOI form for Boating Lake improvements. Cllr Jeans advised that residents have complained about the structures at the front of the Boating Lake which are out of character with the location and are against the advice of the Project Manager who is seeking the funding. Landlords Committee will need to look at the situation. Cllr Windell – Planning Committee will make sure necessary permissions are in place.

**On the proposal of Cllr Windell seconded by Cllr Betts it was agreed by all to receive the application.**

15. **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 C - Cllr Flunder – DCO has been extended by 3 months. There were some complaints that ESC and SCC were too neutral on their

responses, but responses have been tightened+ Sizewell C – DCO on this is starting shortly so STC need to watch for this.

- b) The Southwold and Walberswick Flood Board representation – The Town Mayor advised that other organisations have representatives on this but STC does not. Cllr ESC Cllr Beavan is the Chair. Cllr Flunder on Board through Southwold & Reydon Society.

The Town Mayor asked why STC has not been represented? Cllr Rowan-Robinson asked what the Board was and what powers/duties does it have.

Cllr Beavan advised that the Board is presently sorting out its aims and visions. 3 reps at the minute – Cllr Beavan = Chair as ESC. Cllr Flunder – Southwold & Reydon Society. Cllr Ladd – SCC. If STC wants someone then ESC Cllr Beavan can arrange for that to happen.

**It was agreed that STC should have someone on the Board. The Town Mayor suggested that once the aims and objectives have been stated this should go onto the June Town Council agenda in order that a rep can be appointed.**

16. **Date of next Town Council Meeting: Thursday April 29<sup>th</sup>, 2021 at 6pm**  
**Annual meeting of Town Council - Tuesday 4<sup>th</sup> May 2021 at 6.30pm** – to receive latest information from Project Board whilst a meeting can take place virtually.

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

A resident suggested that this matter should be discussed in a public session. The Town Mayor advised that this matter needs to be in confidential section as dealing with response to commercial proposal and possible negotiations on sale prices.

*Public left the meeting.*

*To consider draft response to Suffolk Police Authority regarding bid for police station site.*

Discussion took place regarding the draft report.

*Cllr Beavan left the meeting at 7.46pm.*

**It was agreed by all that the drafted response as circulated should be sent to the Police and Crime Commissioner/Suffolk Police Authority, regarding the potential sale of the police station site. All agreed.**

There being no further business the meeting closed at 7.47pm

**PLEASE NOTE THAT ALL TOWN COUNCIL MEETINGS ARE OPEN TO THE PUBLIC AND PRESS. THE TOWN COUNCIL ABIDES BY THE PARISH AND TOWN COUNCIL CODE OF CONDUCT 2012.**