

## SOUTHWOLD TOWN COUNCIL

### Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at 7.30pm on Tuesday 26<sup>th</sup> November 2024.

PRESENT:	Councillor	S Flunder – Town Mayor
	“	D Beavan
	“	C Hurr
	“	P Davy
	“	Mrs V Gladwell
	“	Mrs P Goldsmith
	“	R Jarvis
	“	Mrs J Miller
	“	Mrs V Redington

Also present: The High Steward and the Town Clerk.

1. a) **Apologies:**  
*To note/approve apologies for absence.* Apologies for absence were received from Cllr Wells which were noted. Apologies were also received from Cllrs Palmer and Temple which were approved.
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 / Non registrable interest regarding the agenda.* Cllrs Flunder and Redington declared an interest re the Arts Centre. Cllr Beavan declared an interest re the Sailing Club.
  - 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 29<sup>th</sup> October 2024. (It was noted that 9b) should read Cllr Davy, not Cllr Jarvis.)  
**Approval of minutes - Proposed by Cllr Goldsmith, seconded by Cllr Redington. 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.*  
*ESC Cllr Beavan will then take questions from Councillors and public.*
    - ESC Ward Cllr Beavan - Potters Bridge – advised that the outfall not cleared, flooding should be expected after rainfall. A Multi agency meeting is still being arranged.
    - Potters Bridge – see above. SCC Cllr Ladd is chasing the date for bridge inspection.

- Park Lane, Coach House – will go to ESC Planning committee on 10<sup>th</sup> December 2024. Cllr Flunder will attend to represent the objection on behalf of the Town Council. ESC Cllr Beavan will attend in person.
- Cllr Jarvis asked about the government's intention to change local councils as described in the white paper. ESC Cllr Beavan advised that there is no firm proposal. ESC opposed the original suggestion of a unitary. Norfolk/Suffolk as a joint authority could work, but no firm proposal has been agreed.
- Cllr Flunder attended a walk along the prom with ESC re rat population. Work is now being carried out to control the rats. Challenge is how STC/ESC can influence the beach hut owners to clear the food/ rubbish around the beach huts.
- Cllr Beavan advised that the Beach Hut Committee/ working group which meets with ESC mostly consists of beach hut owners, with some ESC officers, ward cllr and town clerk present. Noted and agreed that Cllr Hurr would like to attend the next meeting.

b) *To receive a report from SCC Ward Councillor M Ladd including Potters Bridge. SCC Cllr Ladd will then take questions from Councillors and public.*  
Apologies had been received from SCC Ward Cllr Ladd as above.

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;*

- *To consider and, if agreed, approve recommendations from the meeting held on Tuesday 19<sup>th</sup> November 2024 **Proposed by Cllr Goldsmith, seconded by Cllr Gladwell. All agreed to approve the recommendations from the meeting of 19<sup>th</sup> November 2024.***
- *To note decisions made at Planning cttee meeting held on 26<sup>th</sup> November 2024. **Proposed by Cllr Goldsmith, seconded by Cllr Hurr. All agreed to approve the recommendations from the meeting of 26th November 2024.***

Cllr Goldsmith spoke about the meeting held on 26<sup>th</sup> November 2024 advising members of; a) the views of the cttee about 4a Ferry Road which is requesting a roof terrace. Members supported the Planning cttee comments. b) 21 Church Street change of use – members agreed with the planning committee decision on this matter.

Cllr Beavan spoke about a property on Victoria Street which has fencing. Cllr Goldsmith advised that this is due to changes which STC planning committee has seen and agreed with.

- *To note that Coach House, Park Lane application will be going to ESC Planning cttee in December 2024. **Noted that STC will attend the meeting. Proposed by Cllr Goldsmith, seconded by Cllr Gladwell. Agreed by all.***

b) *Landlords Cttee – to receive minutes and recommendations of meetings held on 20<sup>th</sup> November 2024 (Rep 10.24).*

Cllr Gladwell spoke about the matters contained within the minutes which had been provided to all.

Recommendations

**7 Hurren Terrace - It is recommended to find out more/ apply for the Sizewell c housing Support funding for this property. This would give council more housing options for the future – with the Sizewell C accommodation requirement potentially being for 10 years. Proposed by Cllr Gladwell, seconded by Cllr Goldsmith. All agreed.**

**Gable End HT – the spec for this project has been drawn up by the architect and Employer Agent. Spec circulated to members so that they can confirm that all individual items have been included. Spec of works be agreed for procurement Cllr Gladwell advised that this has been very thoroughly drawn up. Specification of works to now be priced. Proposed by Cllr Goldsmith, seconded by Cllr Gladwell. All agreed.**

- c) *Leisure and Environment Cttee – Next meeting 4<sup>th</sup> December 2024.*  
Next meeting Wednesday 4<sup>th</sup> December 2024. Volunteers are sought to plant bulbs in Ferry Road Garden on Sunday 1<sup>st</sup> December 2024 at 11am.
- d) *Roads Cttee – Next meeting 27<sup>th</sup> November 2024.*  
Cllr Davy asked about the grant money from SCC/ESC for a Roads Scheme. ESC Cllr Beavan advised that this is with SCC for a decision. ESC Cllr Beavan advised that STC might be able to get 20mph throughout Southwold after the SCC elections.
- e) *NSIPS working group – to receive update on;*
- *Lionlink – including response to their consultations.* Lionlink letter has been sent and acknowledged by Lionlink. Full response awaited. Cllr Davy also attended an AEPA group meeting. This group is now re-considering its constitution as there were some objections to the draft. Working group will continue to consider the matter and report back to full council. Cllr Beavan advised that the Lionlink public consultation is due next year.
  - *Sizewell/Anglia One/Eurolink/Sealink, and North Falls Offshore Wind Farm, Five Estuaries Offshore Wind Farm Project / Nautilus.* Nautilus is now not staying in East Suffolk. Cllr Davy advised that STC still await a response to their letter. The Sizewell deed of obligation is being monitored especially on the A12 and on A12 into Southwold. A Saxmundham group has been set up to consider traffic issues. Cllr Beavan advised that there are north and south traffic groups now who are getting very active. Cllr Flunder mentioned Westerfield quarry and its traffic movements.
  - *To note the SALC NSIPS Bulletin Oct 2024.* Noted.
- f) *Harbour/ Harbour Revision Order working group – To receive update from meetings - To select Town Council applicant for HMC vacancy.*  
Cllr Davy advised members that no Memorandum of Understanding had been received from ESC received following recent meeting. Cllr Beavan advised that this will be forwarded to STC in due course.  
Cllr Jarvis asked about the representation of STC on the HMC. Cllr Beavan advised that STC cannot have an automatic place as constitution does not allow this. Applicants will need to apply.

Question was raised as to whether this will be a voting position. It was suggested that the request for an STC rep should be part of the Memorandum of Understanding. Re the Land registry caution - Cllr Beavan advised that STC put a caution on the land registration to prevent the land being sold.

Members were advised that STC cannot respond until it gets the Memorandum of Understanding. STC has had no response to HRO response either.

**After discussion it was suggested that Cllr Jarvis be put forward as an STC member for the HMC. Cllr Jarvis confirmed that he would be happy to be put forward. Proposed by Cllr Gladwell, seconded by Cllr Goldsmith. All agreed. Clerk to contact ESC to advise.**

- g) *Town Awards working group – To receive update from meeting.* Cllr Redington advised that the group had met, and a paper will come through to the December council meeting.

6. **Business meetings**

*Christmas Drinks reception for Business community – Thursday 12<sup>th</sup> December 2024 at 5.30pm at the Town Hall.* Noted.

7. **Quality of Place Awards** – 20<sup>th</sup> November 2024. Cllr Hurr attended and received the award for the Skatepark last week. Judges were very impressed with the landscape of the site. Replica of the award to be organised for the skatepark. Thanks were extended to Cllr Hurr, STC, and the community group for working together with the RDC to enable the project to be completed. Cllr Hurr mentioned that the Southwold and Reydon children using the park are very welcoming to visitors.

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

- a) *Accounts for Payment - To receive the management accounts, balance sheet and bank reconciliation to October 2024 and confirm the Accounts for Payment for November 2024 (circulated to members)*

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

- b) *To receive report and recommendations of Finance and Governance Cttee Meeting held on 25<sup>th</sup> November 2024 including; Recommendations in relation to matters including donations.*

Cllr Jarvis spoke about the accounts as per the minutes and spoke about the budget process/accounts.

Recommendations as below;

- *Arts Centre* – Request received for £5000 to assist with improvements at the centre as per application. Total costs £45,631. Total income received towards project is £40,631 of which Reydon P C has donated £1K.

**After full discussion it is recommended that STC provides a donation of £2500 towards this project. Proposed by Cllr Jarvis, seconded by Cllr Miller. All agreed.**

- *Parent and Toddler Group* – see attached request for assistance with Xmas party. Total Costs £200 for food, presents, Xmas decorations, bouncy castle. Request £100 towards food, Xmas decorations and presents.

**After full discussion it is recommended that STC provides a donation of £100 towards this project. Proposed by Cllr Jarvis, seconded by Cllr Gladwell. All agreed.**

*Sizewell C Community Fund* update – Discussion about the criteria for applications and the rationale given for Southwold to have been excluded. The impact report appears to be the governing document for the funding requests – and as per meeting with SCF, if the data within the report is incorrect then this needs to be highlighted to the funding panel. Citizen’s Advice have received grant monies. Suffolk Foundation has ruled out Southwold at the present due to ‘lack of impact’. Cllr Davy suggested that STC should write back to the Trustees to make the point that Southwold is impacted and ask that they consider Southwold applications. Cllr Flunder and Cllr Davy to draft a letter to be sent to the Trustees.

**It is recommended that STC writes to the funding panel before the consideration of the next round of applications on 19<sup>th</sup> January 2025, to express its disappointment that organisations in Southwold seem to have been excluded from the application process at the present time. Proposed by Cllr Jarvis, seconded by Cllr Davy. All agreed.**

- o Donations received - £500 from production company for the disruption caused in town for the filming on 4<sup>th</sup> November -especially to the market/ visitors to the prom. £250 from SALC for the council of the year award.

**It is recommended that these monies be reinvested into the town for future years and allocated towards the invoice for the holders for the Xmas trees around the pump for which new holders were required this year (invoice £1010 plus Vat) - holders to be owned and retained by STC. (previous holders purchased some 15 years ago by the then Xmas lights cttee). Proposed by Cllr Jarvis, seconded by Cllr Davy. All agreed.**

c) *Budget setting arrangements 2025.26.* See list attached.

d) *Precept 2025 – 2026 – see letter attached.* £60k additional monies will be received (even at a 0% precept rise) as a result of second home owners being added to the council tax collection list at a local level.

e) *Local Government Services - Nalc Pay Award 2024.25 – See attached - To note and implement.* **Proposed by Cllr Jarvis, seconded by Cllr Davy. All agreed.**

f) *Sizewell Community Fund – update.* See above.

10. **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) SAG – Cllr Gladwell advised that SAG met on 12<sup>th</sup> November 2024 (delayed from September). The previous one had been in July 2024. There was no update on the proposed business plan. Cllr Gladwell advised members that there were many queries regarding the harbour finances and cannot see that any Southwold harbour

reserves have been ring-fenced within the ESC accounts. Leases have still not been completed despite a consultant now being brought in to assist.

ESC Cllr Beavan spoke re the ESC Council accounts, advising that reserves will not be in these accounts, and these are now transparent and advising that any monies made will go back to Southwold Harbour.

ESC Cllr Beavan offered to discuss the ESC/ Harbour accounts with Cllr Gladwell and apologised that the business plan did not come to SAG. ESC Cllr Beavan advised that the asset Team have now recruited and an “interim resort manager” has been employed and this post is not being funded out of harbour funds.

Cllr Gladwell advised members that on the ESC website the ESC accounts are available with stated reserves, but recent ones do not have information on about the Southwold Harbour finances. There is no separate P/L, balance sheet nor reserves.

Cllr Jarvis asked about the size of the Southwold Harbour reserve. Has it been spent? The reserves do need to be visible – so how do STC find it? ESC Cllr Beavan advised that details of reserves and list of assets can be provided if requested.

ESC Cllr Beavan advised that re the caravan site - discussions have taken place with the owners and that the caravan site business case will be discussed in the January HMC meeting.

Cllr Gladwell extended thanks to ESC Cllr Beavan for all his work on the harbour but noted that STC and the public need the finances/reserves to be transparent.

- b) *Christmas Lights* – Cllr Flunder advised that all seems to be organised for the event at the weekend.

## **11. Consultations**

- *Consultation on proposed revocation of the Air Quality Management Area in Stratford St. Andrew – to 6<sup>th</sup> Dec 2024* – Agreed by all that no comment will be made by STC.
- *Enabling remote attendance and proxy voting at local authority meetings – to 19<sup>th</sup> Dec 2024* <https://www.gov.uk/government/consultations/enabling-remote-attendance-and-proxy-voting-at-local-authority>- Individual councillors to respond.
- *Launch of 2024 rural transport survey - Suffolkonboard Suffolk County Council 2024 rural transport survey. Closes 30 November.* Individual councillors to respond.
- *To agree a Town Council response to the ‘Licensing of Jet Ski/water scooter Commercial Operators’ consultation* [Licensing of Jet Ski/water scooter Commercial Operators » East Suffolk Council](#) – closes 26<sup>th</sup> Nov – see Walberswick P C response. Agreed by all that STC support the Walberswick response.

## **12. Town Mayor updates including.**

- Remembrance Sunday – 10<sup>th</sup> November
- Armistice Day – 11<sup>th</sup> November
- St Edmunds Day – Wednesday 20<sup>th</sup> November 2024 at 2.30pm

### **Future events**

- Bungay Town Dinner – 29<sup>th</sup> November 2024
- Festive Afternoon at the Mansion, Ipswich – 1<sup>st</sup> December 2024
- New Year Concert – 1<sup>st</sup> January 2025
- Town Mayor Charity – Concert Event March / April 2025

13. **Councillor events – dates for diary**

- Christmas Business reception at Town Hall – Thursday 12<sup>th</sup> December 2024 at 5.30pm. See details.
- Christmas Carol Service at St Edmunds Church – Sunday 22<sup>nd</sup> December 2024 at 6pm. See details.
- Southwold Primary School Ofsted taken place. Southwold now good in all aspects. STC to write to congratulate the school.

14. **ESC Town Council Conference** –Wednesday 6 November.

Cllr Davy had attended and provided feedback. Discussion at the meeting was around the matter of how to keep towns active. Many attendees felt that events increased footfall and that there may be the need to provide more events in Southwold.

15. **Date of next Town Council Meeting:**

Tuesday 17<sup>th</sup> December 2024 at 7.30pm

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

16. **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.

\* Items including;

**Station Road Shop – to consider applications. See landlords Confid report LL10.24  
It was agreed unanimously to approve the recommendation of the Confid report LL10.24 and that the Heads of Terms be agreed with rent free period of 3 months.**

Local councils as Sole Trustees of Charities. Discussion about the role of the Town Council in relation to the Common Trust. Trustee Membership consists of the members of the town council as individuals. In similar examples the Trustee is instead the Town or Parish Council as an entity. **Proposed by Cllr Jarvis, seconded by Cllr Miller that STC agrees to become the sole Trustee of the Common Trust. Agreed by all.**

Common Trust to now consider how to take this forward with the Charity Commission.

There being no further business the meeting closed at 9.15pm.

Signed .....

Dated .....