



NOTICE

The Meeting of Southwold Town Council will be held on Tuesday 29th January 2019 at 7.30pm in the Methodist Church Hall, Southwold.

Signed *H. J. Beavan*

Dated 21st January 2019

The purpose of the meeting is for Councillors to discuss Town Council business and whilst the attendance of electors is welcomed, they are not allowed to join in the discussions of the Councillors.

During each meeting the council will adjourn for a period for public questions for a maximum of 10minutes. During this time, electors can put questions to the Chairman regarding matters on the agenda. An elector must not speak for more than 3 minutes. Where possible, the Chairman will respond but the matter may have to be deferred and placed on a later month's agenda for discussion. (see full Protocol for Public Participation in Council Meetings)

AGENDA

1. **Apologies:** To receive apologies for absence.
2. **Declarations of interest:**
 - a) To receive any declarations of Personal Interest regarding the agenda.
 - b) To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.
 - c) To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.
 - d) Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.
3. **Minutes:** (i) To approve and sign the minutes of the Meetings of the Town Council held on Tuesday 11th December 2018 (**see Blue papers**).
4. **Public Participation**
 - a) To receive a report from Waveney District Ward Councillors; Cllr D Beavan and Cllr M Ladd. To include; Cllr Beavan update on meeting with Anglian Water/ Environment Agency re water quality, and Cllr Ladd update on Coastal Community Funding application and Duncans Yard.

The Ward councillors will then take questions from councillors and electors.

- b) To receive report from Suffolk County Councillor M Ladd.
SCC Cllr Ladd will then take questions from councillors and electors.
- 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).

5. **To receive reports from Committees:**
 - a) To receive the written report of the meeting of the Planning and Development Committees meeting held on Tuesday 8th January 2019 and Tuesday 22nd January 2019. *No recommendations (See Yellow papers)*
 - 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.
 - c) To receive written report L and E REP 1/ 19 from the Leisure and Environment Committee meeting of 14th January 2019. *No recommendations. (see Gold papers)*

6. **To receive reports from Working Groups/Task and Finish Groups.**
 - a) Neighbourhood Plan Task and Finish Group – *no meeting held.*
 - b) Highways and Footpaths working group - *no meeting held.*
Parking Review sub group – to receive written report of meeting held on 11th January 2019. **(see Green papers attached)**
 - c) Landlords working group – to receive L/L Rep 1/2019 written report of meeting of 21st January 2019. **(See Mauve Papers). Recommendation; Town Council Chamber to be brought back into use.**

7. **Consultation on Southwold Harbour**
Consultation to 1st March 2019. To note consultation dates and to receive update - *Cllr Windell.*

8. **Annual Town Meeting** – Monday 18th March 2019 – Suggestions for guest speaker.

9. **Financial Matters**
 - a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for January 2019 (*circulated to members*).
 - b) *Budget 2019/20* – To receive and agree the Town Council Budget for 2019/20. *papers attached.*
 - c) *Precept 2019/20* – To agree Precept for 2019/20. *papers attached.*
 - d) To receive written report of Finance and Governance Meeting held Wednesday 23rd January 2019. **Recommendations relating to; a) Donation to Arts Festival, b) Renewal of staff policies; Disciplinary rules, Electronic information and communication, Equal opportunities, Grievance. C) Procedures for election of Town Mayor and Deputy Town Mayor 2019.**

10. **Correspondence: (See White papers)**
For consideration and agreement of a response if appropriate.
 - a) Police reports – December 2018/ January 2019
 - b) Local Policing Volunteer – *Cllr Cardwell.*
 - c) Consultation on the business rates treatment of self-catering accommodation *Cllr Jeans*
 - d) Southwold And Reydon Community Emergency Plan - *2 Cllr volunteers requested*
 - e) Safer Neighbourhood Team Report

f) Suffolk Minerals and Waste Local Plan notice of submission.

11. **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) BEG – Cllr Bradbury
- b) Allotment Association – Cllr Doy
- c) Sizewell – Cllr Bradbury

12. **To receive update from Town Mayor of events attended/ matters to report including:**

Events attended.

Lowestoft TC Drinks Reception – 20th December 2018
Ipswich Mayor’s Civic Service – 20th January 2019

Future Events

13. **Town Mayor organisations - 2018/19.**

To receive details of the events specifically being held to support the Town Mayor’s chosen projects/organisations for 2018/19.
Spring Ball - 16th March 2019
It’s a Knockout – 6th May 2019

14. **Urgent Business:** to act upon any matter of a non-financial urgency, within the meaning of the Standing Orders, which may be brought to the attention of the Town Council with the consent of the Town Mayor previously obtained.

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

Tuesday 26th February 2019 at the Methodist Church Hall at 7.30pm

16. **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;

Property matters - See confidential Landlords report and recommendations Rep L/L1/2019.

Recommendations; a) Quotes for works for Damp repairs at 21 Market Place, 13 Station Road and 1 Hurren Terrace and b) Quotes for works for general repairs 11 Station Road and 2 Strickland Place and c) Tenders received for works on Market Place properties and d) Lease renewal on Red Cross Hut.

Personnel matters – no matters to report.

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.