



## **NOTICE**

**The Meeting of Southwold Town Council will be held on Tuesday 26<sup>th</sup> February 2019 at 7.30pm in the Methodist Church Hall, Southwold.**

**Signed** *H. J. Beavan*

**Dated 19<sup>th</sup> February 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 10 minutes. 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 29<sup>th</sup> January 2019 (see **Blue papers**). **Pages 1-8**
4. **Public Participation**
  - a) To receive a report from Waveney District Ward Councillors; Cllr D Beavan and Cllr M Ladd. To include; update from Cllr Beavan on WDC income/expenditure within Southwold.

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. **Consultation on Southwold Harbour**

Consultation to 1<sup>st</sup> March 2019. To note consultation dates and to receive update. To note jt cttee meeting date of 6<sup>th</sup> March 2019, and simultaneous STC/WDC Cabinet meeting – 15<sup>th</sup> March 2019. *Cllr Windell.*

*To consider, and if agreed approve the Town Council response to the consultation; Southwold Town Council recognises that Waveney District Council (WDC) has managed the Southwold Harbour Lands since 1974 and that WDC and its successor Council, East Suffolk District Council, will manage the Harbour for the foreseeable future.*

*The Southwold Town Council accepts, without prejudice, that the Southwold Borough Council agreed in 1974 that the Harbour Undertaking should be transferred to Waveney District Council.*

*Southwold Town Council supports the concept of a Management Committee for the Harbour and Harbour Lands, provided:*

- (1) There are written guarantees that no part of the Harbour Lands can be sold to a third party.*
- (2) The income from the Harbour and Harbour Lands is used solely for the protection and benefit of the Harbour and Harbour Lands.*
- (3) There is strong local representation on the committee, including places designated by Southwold Town Council.*
- (4) The principles listed in 'Key Principles under a Harbour Management Committee' should be incorporated in the Memorandum of Understanding.*
- (5) The Harbour Joint Committee and its successor should consider which is the best Port Model (Municipal or Trust) to achieve (1)-(4) above.*

6. **To receive reports from Committees:**

***Pages 9-11***

- a) To receive the written report of the meeting of the Planning and Development Committees meeting held on Tuesday 5<sup>th</sup> February 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) L and E Cttee - *No meeting held.*

7. **To receive reports from Working Groups/Task and Finish Groups.** ***Pages 12-16***

- a) Neighbourhood Plan Task and Finish Group - *see notes of meeting of 5<sup>th</sup> February 2019. No recommendations.*
- b) Highways and Footpaths working group – to receive verbal report of matters discussed at informal meeting with Reydon Parish Council representatives held on 1<sup>st</sup> February 2019.
- c) Landlords working group – to receive L/L Rep 2/2019 written report of meeting of 19<sup>th</sup> February 2019. **(See Mauve Papers). Recommendations; re delegated authority, fire protection works and legal costs.**

8. **Financial Matters**

***Pages 17-24***

- a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for February 2019 (*circulated to members*).
- b) To receive written report Fin 2/2019 of Finance and Governance Meeting held Thursday 14<sup>th</sup> February 2019. **To consider and if agreed approve the following;**
  - i) Transfer of funds to deposit bearing account, ii) Options for Town Hall works, iii) Standing orders re requirement for councillors to stand to speak.

9. **Town Spring Ball – 16<sup>th</sup> March 2019 and Town Mayor Sports Day Event**

10. **Correspondence:** (See White papers) *Pages 25-33*  
*For consideration and agreement of a response if appropriate.*
- a) Police reports
  - b) Local Policing Volunteer update – *Cllr Cardwell.*
  - c) Letter to Town Mayor from Southwold and Reydon Society – *Cllr Rowan-Robinson*
  - d) DPA application – *update Cllr Jeans*
  - e) AONB – Jan 2019
  - f) First Principle – Suffolk Police Initiative

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.*

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

*Future Events*

Arts Festival Launch – 4<sup>th</sup> March 2019

Rotary Club Annual Charter Night Dinner – 9<sup>th</sup> March 2019

Annual Town meeting – Monday 14<sup>th</sup> March 2019. Lisa Chambers Guest speaker re Suffolk Energy Coast.

WDC Chairman’s Dinner – 23<sup>rd</sup> March 2019

13. **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.

14. **Date of next Town Council Meeting:**  
Tuesday 26<sup>th</sup> March 2019 at the Methodist Church Hall at 7.30pm

15. **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 Landlords confidential report 2/2019. Recommendations re; *Rent reviews.*

*Personnel matters* – See Personnel report of 1<sup>st</sup> February 2019. Recommendations re *Town clerk grade structure.*

**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.**