



## **NOTICE**

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

**Signed** *H. J. Beaver*

**Dated 19<sup>th</sup> March 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 26<sup>th</sup> February 2019 (see **Blue papers**). **Pages 1-11**
4. **Public Participation**
  - a) 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:** **Pages 12-18**
  - a) To receive the written report of the meeting of the Planning and Development Committees meeting held on Tuesday 5<sup>th</sup> March 2019 and Tuesday 19<sup>th</sup> March 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 – To receive the written report of the Leisure and Environment Cttee meeting held on 11<sup>th</sup> March 2019. L and E Rep 2/2019. No recommendations.

6. **To receive reports from Working Groups/Task and Finish Groups.** *Page 19*
- a) Neighbourhood Plan Task and Finish Group - *see notes of meeting of 15<sup>th</sup> March 2019. No recommendations.*
  - b) Highways and Footpaths working group /parking sub group – *to receive verbal update from Parking sub group – Cllr Tucker.*  
*To receive verbal report from visit to SCC Highways Halesworth – Cllr Bradbury.*
  - c) Landlords working group – *no meeting held*
7. **Southwold Harbour Lands**  
To note resolution from simultaneous joint meeting of Southwold Town Council and Waveney District Council cabinet held on 15<sup>th</sup> March 2019.
8. **Financial Matters** *Pages 20-26*
- a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for March 2019 (*circulated to members*).
  - b) To receive written report Fin 3/2019 of Finance and Governance Meeting held Monday 18<sup>th</sup> March 2019. **To consider and if agreed approve the following; Recommendations relating to Town Council Chamber redecoration and re carpet, camping field income, Cyber and Crime Insurance addition, Social Media Policy for councillors.**
9. **Town Spring Ball – 16<sup>th</sup> March 2019 and Town Mayor Sports Day Event Monday 6<sup>th</sup> May 2019**
10. **Correspondence:** (See White papers) *Pages 27-30*  
*For consideration and agreement of a response if appropriate.*
- a) Police reports
  - b) Local Policing Volunteer update – *Cllr Cardwell.*
  - c) DPA application – *update Cllr Jeans*
  - d) Letter from British Weights and Measures Assoc
  - e) Halesworth SNT newsletter 2019
  - f) AONB – Feb 2019 report
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) Millennium Foundation AGM held 25<sup>th</sup> March 2019. Vacancy for Town Council representative – *Cllr Ladd.*
12. **To receive update from Town Mayor of events attended/ matters to report including:**  
*Events attended.*
- Arts Festival Launch – 4<sup>th</sup> March 2019  
Rotary Club Annual Charter Night Dinner – 9<sup>th</sup> March 2019  
Commonwealth Day – 11<sup>th</sup> March 2019  
Spring Ball 16<sup>th</sup> March 2019.

Annual Town meeting – Monday 18<sup>th</sup> March 2019. Lisa Chambers Guest speaker re Suffolk Energy Coast.

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 30<sup>th</sup> April 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 – Recommendations re; Tenancy agreement.*

*Personnel matters – See Confid Finance Report 3/2019 recommendation re NALC pay award 2019/20.*

*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.**