



NOTICE

The Meeting of Southwold Town Council will be held on Tuesday 24th September 2019 at 7.30pm in the Town Council Chamber Southwold.

Signed

H. J. Beavan

Dated 17th September 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 Meeting of the Town Council held on Tuesday 13th August 2019 (see **blue papers**). **Pages 1-10**
4. **Public Forum**
 - a) To receive a report from East Suffolk Councillor D Beavan. Cllr Beavan will then take questions from councillors and electors (*maximum 5 minutes*).
 - b) To receive a report from Suffolk County Councillor Ladd. Cllr Ladd will then take questions from councillors and electors (*maximum 5 minutes*).
 - 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*).

Public participation closed.

5. **To receive reports from Committees:** **Pages 12-26**
 - a) To receive the written report of the meeting of the Planning and Development Committee meetings held on 6th and 20th August 2019, and 3rd September 2019. (see yellow papers attached). *No recommendations*

- 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 including;
 - i) verbal report from meeting of 17th September 2019.
 - ii) East Anglia Two and East Anglia One North Wind Farm Projects.
The council to consider and if approved to; register as a relevant representative party, after 25th October 2019, in order to participate in the Inspectorate Enquiry for the Development Consent Order for East Anglia TWO and East Anglia ONE North Wind Farm Planning Process.
- c) To receive the written report of the Leisure and Environment Committee meeting held on 16th September 2019 – REP L and E 4/2019 (*see green papers attached*)
- d) To receive the written report of the Landlords Committee meeting. *No meeting held*
- e) To receive the written report of the Highways and Footpaths cttee meeting of the 22nd August 2019. REP 1/2019 *No recommendations.* (see grey papers attached)
- f) Southwold Harbour Lands Joint cttee – *verbal update re consultation*

6. **Town Council draft Strategy 2019 -2023** (*see peach papers attached*)

Pages 27-37

- a) **To agree in principle the draft strategies as proposed**
- b) **To note that each cttee will need to meet before 21st October to consider the tactics assigned to them, and to prepare outline actions for each. The outline actions will need to consider the strengths, weaknesses, opportunities and threats as detailed in the SWOT analysis.**

7. **Task and Finish Groups**

Pages 38-42

- a) To receive the written report of the Parking Management Task and Finish group meetings held 15th August/ 9th September 2019. *No recommendations – see lilac papers attached*
- b) To receive the written report of the Neighbourhood Plan Task and Finish group – *no meeting held.*
- c) To receive the written report of the Climate Emergency Task and Finish Group meetings held August/ September 2019. (*see green papers attached*)
The council to consider and if approved to; a) ask Task and Finish Group to arrange a meeting with Chairman of ESC and SCC Climate Emergency groups to discuss the initiatives being proposed, b) to ask the individual committees to consider the respective suggestions in their October/ November meetings.
- d) To receive a verbal report from the Southwold and Reydon Community Emergency Group meeting held 17th September 2019.
- e) To receive a verbal report from the Southwold and Reydon Community Shuttle group meeting held on 18th September 2019 and accompanying paper from Cllr Beavan (*white paper*).

8. **Financial Matters** (See Cream Papers) *Pages 43-49*
 a) To receive the Accounts for Payment for part August and September 2019.
 b) To receive the minutes of the Finance and Governance cttee meeting held 10th September 2019 Rep 7.2019. *See supporting papers. No recommendations.*
 c) Council to receive the completed external audit report for 2018/19- Council to consider the action plan required – No actions required.
9. **Correspondence:** (See White papers) *Pages 50-52*
 a) PCSO report – September 2019 and notes from SLA meeting with Sgt Beresford.
 b) AONB report August 2019
10. **To receive update from Town Mayor of events attended/ matters to report including:**
Events attended.
 Southwold Art Circle Summer Exhibition – 18th August 2019
 RAFA Battle of Britain Service – 15th September 2019
 URC Harvest Festival – 15th September 2019
 Beccles Civic Service – 22nd September 2019

Forthcoming Events
 Home start AGM – 26th September 2019
 Volunteers event – 28th September 2019
 Suffolk Coast Forum – 11th October 2019
11. **Town Mayor organisations – 2019/20.**
 To receive updates regarding events to be held in support of the Town Mayor’s organisations for 2019/20.
12. **To receive written 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.
13. **Town Council vacancy for councillor** – Notification of vacancy has resulted in a request for a formal election. Candidate nomination papers to ESC for 20th September 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 29th October 2019.

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.