



NOTICE

The Meeting of Southwold Town Council will be held on Thursday 14th November 2019 at 7.00pm in the Town Council Chamber Southwold.

Signed

H. J. Beard

Dated 7th November 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 29th October 2019 (*see blue papers attached*).
4. **Public Forum**
 - 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*).

Public participation closed.

5. **Station Yard Redevelopment Project - immediate next steps**
 - a) *Communication strategy* – to consider the appropriate methods for continuing communication with stakeholders about the project, prior to the appointment of a project manager.
 - b) *To receive verbal update from Coastal Community Team regarding; Enterprise Development Team roles, and the recruitment of the Enterprise Development Manager.*
 - c) *Project Manager* – to set up a group to define the brief for the appointment of a project manager, and to report back to the next full council meeting on Tuesday 26th November 2019.
 - d) *Matters raised at presentation of 11th November 2019, previously unidentified, which may also need to be included within the forward Project Management Plan.*
6. **Date of next meeting** – Tuesday 26th November 2019 at 7.30pm