



NOTICE

The Meeting of Southwold Town Council will be held on Tuesday 26th November 2019 at 7.30pm in the Town Council Chamber Southwold.

Signed

H. J. Beard

Dated 20th 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 14th November 2019 (*see blue papers attached*). ***Pages 1-5***
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. **To receive reports from Committees:**
 - a) To receive the written report of the meeting of the Planning and Development Committee meetings held on 5th November 2019 (see yellow papers attached). *No recommendations* ***Pages 6-7***
 - b) To receive a verbal update from Planning and Development Committee on any additional planning/development matters to be brought to the attention of the Council.
 - c) To receive the written report of the Leisure and Environment Committee meeting - *no meeting held*.
 - 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 held on 31st October 2019. See H and F Report 2/2019 (see grey papers attached). *no recommendations* **Pages 8-9**
- f) Southwold Harbour Lands Joint cttee – *verbal update re consultation*.
 Consultation extended to 4th December 2019.
 Next Jt cttee meeting – Monday 3rd February 2019 at 2pm at Stella Peskett Millennium Hall.
6. **To receive verbal update re Ferry Road campsite**
7. **Town Council Strategy/Priorities Document - 2019 -2023 (draft)**
 To consider, and if agreed, approve, the Town Council Strategy/ Priorities document 2019 - 2023. *(see cream papers pages 1-24 incl)*
8. **Task and Finish Groups**
- a) To receive the written report of the Parking Management Task and Finish group. *See action timescale as on spreadsheet attached. (Green papers)* **Page 10**
- b) To receive the verbal report of the Neighbourhood Plan Task and Finish group – *no meeting held*.
 Regulation 14 consultation - 1st November 2019 to 30th December 2019.
 To note the consultation, drop in days are 5th December and 19th December 2019 at the Town Hall.
- c) To consider, and if agreed, approve the written report and recommendations of the Climate Emergency Task and Finish Group meetings for adoption by Town Council and committees.
Recommendations to come forward to full council on 10th December 2019.
- d) To receive a verbal report from the Southwold and Reydon Community Emergency Group meeting held November 2019.
9. **Station Yard redevelopment**
To receive verbal report and update on the following matters (forming part of the project stages);
- A) Project Manager brief
 B) Southwold Enterprise Development role
 C) Contamination issues at site
 D) Pre application stage for change of use for sites on Blyth Road
 E) Comms
- To receive the following proposals; **Page 11**
- 1) That the Town Council considers the wording of the Station Yard development petition (as attached),
 2) That the Town Council commits to considering concerns, in a public meeting with an independent chair, before Christmas.
10. **Financial Matters** (see cream papers attached) **Pages 12-16**
- a) To receive the Accounts for Payment for November 2019
 b) To receive, and approve, if confirmed, that the Town Council insurance be renewed for a 3-year term, through WPS Insurance Brokers, with Royal Sun Alliance as per papers attached.
11. **Correspondence:** (See white papers attached) **Page 17**
- a) AONB update October 2019

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

Events attended.

Remembrance Sunday – 10th November 2019

Armistice Day – 11th November 2019

Southwold Allotment Holders AGM – 13th November 2019

East Suffolk Partnership – Shaping Our Future – 15th November 2019

St Edmunds Day – 20th November 2019

Forthcoming Events

Bungay Town Dinner – 29th November 2019

Christmas Lights Switch on – 30th November 2019

Christmas Drinks Reception – 15th December 2019

Scouts Christmas Draw – 20th December 2019

Christmas Drinks Reception & Carol Service – 22nd December 2019

13. **Town Mayor organisations – 2019/20.**

To receive updates regarding events to be held in support of the Town Mayor's organisations for 2019/20.

14. **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.

Verbal report re Bathing Quality

Verbal report re East Suffolk Community Partnerships

15. **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.

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

Tuesday 10th December 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.