



NOTICE

You are Summoned to the Meeting of Southwold Town Council will be held on Tuesday 28th January 2020 at 7.00pm in the in the Town Council Chamber Southwold.

Signed

H. J. Beavan

Dated 21st January 2020

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 14th January 2020 (see **Blue papers**). **Pages 1 – 5**
4. **Public Participation**
 - a) To receive a report from Waveney District Ward Councillors; Cllr D Beavan. The Ward councillor will then take questions from councillors and electors.
 - b) To receive report from Suffolk County Councillor M Ladd including SCC response to application relating to East Anglia One North and East Anglia Two Offshore Windfarms. 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. **To receive reports from Committees;** **Pages 6 - 35**
- a) To receive the written report of the meeting of the Planning and Development Committees meeting held on Tuesday 7th January 2020. **(See yellow papers).**
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 police station site.
 - c) To receive written reports from the Leisure and Environment Committee meeting of 17th December 2019 and 17th January 2020. *No recommendations.* **(see Gold papers)**
 - d) To receive the written report of the Landlords Committee meeting held on Wednesday 15th January 2020. **(see lilac papers).**
Recommendations relating to; a) consider, and if agreed, approve quotes for work programme on various council properties and b) consider, and if agreed, approve quote for non-intrusive surveys on Station Road site.
To receive Southwold Boating Lake Feasibility and Options report – and to note next steps regarding applications for funding support.
 - e) To receive the written report of the Highways and Footpaths cttee – *no meeting held.*
 - f) To receive verbal report of harbour jt cttee – next jt cttee meeting Monday 3rd February 2020 at 2pm at Stella Peskett Hall.
6. **To receive reports from Working Groups/Task and Finish Groups.** **Page 36**
- a) Neighbourhood Plan Task and Finish Group – to receive verbal update from Chair of the Task and Finish Group.
 - b) Parking Management Task and Finish working group – to receive verbal update from the Working Group on civil parking enforcement.
 - c) Climate Emergency Task and Finish Group – to receive written report – see papers attached.
 - d) Station Road Task and Finish Group – to receive and discuss feasibility report on alternative proposal - deferred to a future meeting – date to be confirmed.
7. **Annual Town Meeting** – Wednesday 22nd April 2020 – Suggestions for guest speaker. A) rising sea levels/ Potters Bridge – presentation by Environment Agency? B) other suggestions.
8. **Town Council representatives/ members**
- a) To consider, and if appropriate appoint to, the vacancy on the following committees;
Leisure and Environment – 1 vacancy
Highways and Footpaths – 1 vacancy
 - b) To consider, and if appropriate appoint to, the town council representative vacancy on the following;
Allotment Association
RDC
Southwold Millennium Foundation

9. **Financial Matters** (see cream papers). **Pages 37 - 58**
- a) *Accounts for Payment* - To receive and confirm the Accounts for Payment for January 2020 (*circulated to members*).
 - b) *Budget 2020/2021* – To receive and agree the Town Council Budget for 2020/21 - *papers attached. Cllr Betts*
 - c) *To consider, and if agreed, to approve funding for the appointment to the role of a Southwold Development Manager. Cllr Ladd.*
 - d) *Precept 2020/21* – To agree Precept for 2020/21. *See papers attached.*
 - e) *To receive written report of Finance and Governance Meeting held Wednesday 15th January 2020 Fin REP 01.20. Recommendations relating to; a) donation, b) additional project resource.*
 - f) *To consider, and if agreed, to approve a budget of £1,000 for the setting up a LATCO with the appropriate governance structures as required.*

10. **To consider the Town Council priority projects for 2020 and the action required to take them forward.** **Page 59**

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) BEP – Cllr Rowan Robinson
- b) Christmas Lights – Cllr Goldsmith
- c) Harbour Users – Cllr Jordan

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

Events attended.

Scouts Christmas Draw – 20th December 2019

Community Christmas Drinks/ Nibbles - 22nd December 2019.

Carol Service – 22nd December 2019

Jewish Festival of Chanukah – 29th December 2019

Holocaust Memorial Day – 27th January 2020.

Future Events

Cyril Doy – 100th birthday – 28th January 2020

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

To receive details of the events specifically being held to support the Town Mayor's

Burns Night Supper – 25th January 2020

Spring Ball – 28th March 2020

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:** TBC
16. **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 confidential Landlords Legal sub cttee report and recommendations Rep Legal/L1/2020. Recommendations relating to leases/ rents on various town council properties. **Pages 60 - 64**

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.