

## SOUTHWOLD TOWN COUNCIL

### **Minutes of the Meeting of the Town Council of Southwold, held on Tuesday 28<sup>th</sup> July 2020 at 4pm via Zoom**

PRESENT:	Councillor	I Bradbury – Town Mayor
	“	Miss A Betts
	“	D Beavan
	“	S Flunder
	“	Mrs P Goldsmith
	“	Mrs J Jeans
	“	Ms J Jordan
	“	M Ladd
	“	M Rowan-Robinson
	“	S Tobin
	“	J A Windell

Also present; 9 members of the public, and the Town Clerk.

#### **Agenda**

1. **Apologies:** There were no apologies for absence.
2. **Declarations of interest:**
  - a) *To receive any declarations of Personal Interest regarding the agenda.*  
Nil.
  - b) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.*  
Nil
  - c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.* N/a
  - d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.* Noted.
3. **Minutes:** (i) *To approve and sign the minutes of the Meeting of the Town Council held on Tuesday 30<sup>th</sup> June 2020.* Discussion took place about the minutes of the previous meeting. Cllr Beavan asked for clarification about what was said regarding the decontamination at the Station Yard site and requested that the minutes note the discussion regarding the removal of the tanks, and specifically that it had been stated that there would be a need for their full removal. The Town Clerk advised members that discussion about tanks had taken place as part of discussions within the confidential section of the meeting and hence why there was no reference to this matter within the ordinary minutes.  
**On the proposal of Cllr Rowan-Robinson seconded by Cllr Windell it was agreed with 9 in favour and 2 against to approve the Minutes of 30<sup>th</sup> June 2020.**
4. **Public Forum**
  - a) *To receive a report from East Suffolk Councillor D Beavan.*  
WDC Cllr Beavan advised that his ESC ward councillor reports are circulated to members. Members were advised that ESC will be holding a full meeting on Sizewell. With regard to litter picking/refuse and cleansing – thanks were provided

to the volunteers who are litter picking throughout the town. They are also ensuring that bins are sufficient – the Ward Councillor to be advised if any extra action is required with regards to refuse.

Query was raised with the ward councillor with regard to the trenches within Hospital Green and it was confirmed that these are ready for the rewilding project.

b) *To receive a report from Suffolk County Councillor M Ladd.*

SCC Cllr Ladd advised that Covid publications are circulated as and when received. SCC Audit Committee have discussed the Code of Conduct Consultation and the notes will be forwarded to the Town Clerk. SCC will respond and suggest that all areas of the country should comply with the same Code of Conduct and that there should not be differentiation. It is also suggested that the declaration for the acceptance of gifts be set at a higher £ limit.

c) *To receive comments from Southwold electors on matters on the agenda.*

A member of the public raised a concern that dogs are still on the beach despite the PSPO being in place and human excrement is being found in the dunes. Question as to who should be marshalling or patrolling this area.

A member of the public asked about the appointment of a project manager of the Station Road Redevelopment Project and whether this had progressed. The Town Mayor advised that an update will be published tomorrow.

A member of the public advised that they would like to raise questions in relation to Station Yard project at the next Town Council meeting. The Town Mayor advised that an item relating to the project will be on the agenda for the next meeting.

5. **To receive reports from Committees**

a) *To receive the written report of the meeting of the Planning and Development Committee meeting held on Tuesday 7<sup>th</sup> July 2020. Noted.*

b) *To receive the written reports of the Sustainable Travel Cttee meetings of 7<sup>th</sup> and 14<sup>th</sup> July 2020. To include update from SCC ward Cllr Ladd regarding crossing points for High Street and consideration of Town Council financial contribution required for the scheme.*

Written reports received.

Cllr Ladd provided the background to this matter and advised that SCC consider that the High Street does not meet the criteria for a raised crossing point. Instead, SCC could deliver a dropped kerb and the kerb edging to enable easier access to cross the High Street for which the cost budget is £6-£8k. Cllr Ladd advised that he will continue to progress the original request within SCC. It was agreed by all to consider the matter further at a future date.

The Town Mayor gave thanks to SCC ward Cllr Ladd, ESC ward Cllr Beavan and the Town Manager for their work on the one-way pavement system which has received national accolades.

c) *To receive written update from Leisure and Environment Cttee re works on marshes. To consider and if agreed approve the recommendations contained within the conclusion of the report (for L and E cttee to then complete). Cllr Rowan-Robinson provided the marshes report noting that this is yet to be discussed with the L and E cttee.*

Cllr Beavan suggested that the recommendations be considered and approved by the Town Council this evening.

**On the proposal of Cllr Beavan, seconded by Cllr Rowan-Robinson it was unanimously agreed to approve all recommendations contained within the conclusion to the report of 2<sup>nd</sup> July 2020. Conclusion action points as follows:**

- **Buss Creek water levels** - Action - The water levels should be monitored by STC.
- **Splash** - Action - should make a feature of the Southwold Splash, with information boards on the Common and a viewing area, possibly with a hide.
- **Dyke clearance** - Action - Natural England should provide a schedule for dyke clearance to the tenant and the Golf Club.
- **Fence/ dyke along Buss Creek** - Action - put up information boards at the ends of the path about keeping dogs on a lead and how to respond to cattle on the path.
- **Path across Town Marsh** - Action - continue to explore the idea of improving the paths across the Town Marshes, with the material either coming from a new dyke alongside the path (on the east side, to protect the SSSI breeding area from dogs) or from newly dug pools.  
There could be a benefit in having a grass-topped path rather than a hard material.  
NB We should try to avoid bringing in new material, both because of the negative aspects of lorries delivering the material, and because of the potential for accidentally introducing unwanted species on the marsh.  
This would need to be discussed further with NE, tenants, SSI, HLF Funders, SCC Rights of Way.
- **Professional Involvement of J M Environmental Ltd** - Action - consider quotes from the company for a) carrying out initial research on town marshes, and b) researching funding opportunities, and c) liaising with the stakeholders on behalf of STC.

d) Landlords cttee – *no meeting held*. Cllr Windell provided a verbal update. Members were advised that repairs will be carried out at the Casino and that a tank will need to be installed underground for waste.

6. **Neighbourhood Plan Task and Finish Group** - *to receive verbal update*. Cllr Rowan-Robinson advised that all Regulation 16 amendments had been made and are now being considered by ESC.
7. **Covid Community Group** – *to receive verbal update*. Cllr Beavan advised that the next meeting is on Friday. It is important to keep the volunteers on board and a survey has been sent to members of the group to assess the possibility of keeping it as a community group which could provide social assistance in partnership with the Sole Bay Health Centre.
8. **Sizewell C/ East Anglia One and East Anglia Two** – *To receive update on consultation process*. Cllr Flunder reported that the preliminary meeting is to take place on 16<sup>th</sup>/17<sup>th</sup> September for the windfarms and that there will be more information following this meeting. Cllr Flunder will update members as matters progress.  
Cllr Ladd advised that the County Council are disappointed about the percentage of freight going by sea as this only amounts to 1% of total freight. The County Council will pursue their concern due to the impact this will thus have on the volume of traffic/freight that will be carried by road/rail.

Cllr Beavan suggested that all members should become engaged in these matters advising that SCAR is very concerned about the Sizewell application as they consider that it will damage tourism within the area. Members can register as Councillors or as individuals on the consultations. The Town Mayor confirmed that the Town Council has registered.

Cllr Ladd advised that he had requested that the mobile information unit for the Sizewell Consultation come to Southwold but had been advised that the route cannot be changed and thus the organisers were unable to oblige.

9. **Asset of Community Value Designation** – *to receive update on Police Station site.*

Cllr Jeans advised that the next step is for the Town Council to give notice of its intention to bid and this notice needs to be provided to ESC by 27<sup>th</sup> August 2020. Such a notice is non-binding but creates an opportunity for a bid to be made by any group for the police station site. **On the proposal of Cllr Jeans, seconded by Cllr Windell it was unanimously agreed to give notice to ESC of an intention to bid.**

Discussion took place as to the potential uses for the site.

Cllr Ladd clarified that once an intention to bid had been registered, a proposal could be worked up in order that the Town Council could consider whether to submit a bid for the site. It was suggested that the Town Council consider the cost of a feasibility study for a future meeting. Discussion took place about potential options for the site. The Town Mayor suggested that these be provided in writing to the Town Clerk. Notification to be placed in the public domain so that residents could also come forward with ideas. Cllr Jeans clarified that the ACV nomination defines the requirement for a community facility to be placed on the site although it may be possible to argue that an open market provision might also be required to make the community aspect of the site viable.

10. **To receive reports from Town Council representatives on other bodies;**

*Allotments* – Cllr Bradbury advised that the Allotment Holders Association have no issues to bring forward at the present time.

*BEP* – Cllr Rowan-Robinson – no meeting held.

*Harbour Users* – Cllr Jordan – no meeting held.

*Summer Theatre* – Cllr Goldsmith - *to include discussion re the trustee vacancy on the Southwold Arts Centre CIO.* Cllr Rowan-Robinson advised that there are 12 trustees of which 11 are members of the community. The Town Council is able to nominate 1 person as a trustee. **On the proposal of Cllr Jordan, seconded by Cllr Jeans it was unanimously agreed to appoint Cllr Goldsmith as a trustee for the Southwold Arts Centre CIO.**

11. **Finance and Governance Committee**

a) To receive and approve the Accounts for Payment for July 2020.

**On the proposal of Cllr Betts seconded by Cllr Windell it was RESOLVED by all to approve the payments as presented.**

b) To receive the Minutes of the Finance and Governance Cttee meeting held 17<sup>th</sup> July 2020 FIN REP 07.2020. including update on Shuttle Bus and options available.

*To consider and if agreed approve recommendations* in relation to Kilcock Toilet charges, donations, website accessibility requirements.

See supporting paper re sale of shuttle bus. It is proposed that;

**The STC Finance and Gov Cttee be given delegated powers to effect a resolution of the sale based upon the following parameters:**

- a) **A sale price in the region of £15k - £17k be achieved and**
- b) **That there is a commitment for STC to donate £3k - £5k each year for the first two years of the new operating venture.**

**On the proposal of Cllr Ladd, seconded by Cllr Jordan it was agreed on a majority of 10 in favour and 1 abstain to approve the recommendations above.**

Kilcock Toilets – discussion about the 20p charge and whether, in the present situation of Covid 19 and contactless payments, the charge should be payable. **After full discussion, on the proposal of Cllr Betts, seconded by Cllr Bradbury it was agreed by all to approve that, in view of the present situation, and as a gesture of goodwill, the charge will be suspended until 31<sup>st</sup> Aug 2020. This will cost council approx. £1200. Agreed by all and to take immediate effect.**

Donation Request had been received from Southwold and Reydon Society for more dog bags. Total cost £600. **On the proposal of Cllr Betts, seconded by Cllr Bradbury it was agreed by all to approve a donation of £150.**

#### Website accessibility Guidelines

*Under the guidance* a review needs to take place of the provision of information on the website to ensure that it complies with the requirements of the website accessibility guidelines. The webmaster is carrying out the exercise for Framlingham TC too so there will be efficiencies of scale. Guideline cost in the Guidelines is £1300 for this work – but the STC site is already 80% compliant and therefore the quote for the analysis of the remaining work is £450. **On the proposal of Cllr Betts, seconded by Cllr Flunder it was agreed by all to approve the recommendation that this work be carried out by the web host at the cost of £450.**

12. **Consultation on new Model Member Code of Conduct** – *consultation to 17<sup>th</sup> August 2020.* Members to be reminded to respond individually. The Town Mayor reminded all members of the deadline of the responses to the consultation.
13. **Date of next Town Council Meeting:**  
Tuesday 25<sup>th</sup> August 2020 at 6.30pm.
14. **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/legal advice/ Staffing* – To receive confidential verbal report and recommendations in relation to rental sums owed, and potential sale of property at Strickland Place.

*Rents*; Members noted and approved request received in relation to cashflow rent deferral - see confidential report dated 28<sup>th</sup> July 2020 for details.

*Potential sale of property at 3 Strickland Place* – Members noted and approved the leasehold sale price - offers above £900k - for the property at 3 Strickland Place which will be subject to leasehold sale with a principal resident clause.

*Potential sale of additional property* – see confidential report dated 28<sup>th</sup> July 2020 – Decision deferred.