

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at the Town Hall, Southwold, at 7.30pm on Tuesday 27th October 2015.

PRESENT:	Councillor	Mrs M C Tucker (Town Mayor)
	“	Miss E A Betts
	“	Mrs S Allen
	“	I R Bradbury
	“	Mrs S M Doy
	“	M G C Horwood
	“	Mrs J Jeans
	“	M Ladd
	“	D J Palmer
	“	M Rowan Robinson
	“	R D Temple
	“	J A Windell

Also attending: The High Steward, the Town Clerk, 1 member of the media and 1 member of the public.

BUSINESS

1. **Apologies:** Apologies were received from the police.
2. **Declarations of Interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*

Cllr Doy declared a personal interest in any items relating to planning as a member of the Executive Committee of the Southwold & Reydon Society.
Cllr Allen declared a personal interest in any items relating to planning as a member of the WDC Planning Committee.
Cllr Rowan Robinson declared a personal interest in item 8 relating to PSPO as a member of the Southwold & Reydon Society.
 - b) *To receive any declarations of Disclosable Pecuniary Interests.*

Nil.
 - c) *Town Clerk regarding requests for dispensations relating to this agenda.*

Nil.
 - d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.* Noted.
3. **Minutes:** The Minutes of the Meeting of the Town Council held on Tuesday 29th September 2015 were confirmed and signed.
4. **Standing Orders:** It was proposed, seconded and,
RESOLVED: That Standing Orders be suspended for the consideration of the following item;
 - (a) **To receive a report from the police representative:** In their absence, the police report was read by the Town Clerk. Councillors asked whether the assault at Station Road was linked to the same report of a previous assault.

Councillors noted the police comment that the traffic regulation lines on York Road at the rear of Fat Face are now so badly worn that they cannot enforce the limited waiting bay – and this will be taken up with SCC.

Councillors were advised that subsequent to the date of the report, there had been thefts at the Millennium Hall and at the church – the Town Clerk was asked to ascertain more information with regards to these and whether any helpful information had been recorded on the CCTV.

Councillors asked whether the police reports could operate for a calendar month – but it was recognised that these would then not coincide with Town Council meetings.

(b) To receive a report from Waveney District Councillors S Allen and M

Ladd: WDC Cllr Allen advised that WDC was presently considering the budget implications as there was a need for the budget to be reduced by a further £1million 2016/17. This, out of a total budget of £10.5m. A further £2m will need to be found in future years.

Cllr Allen advised that as the harbour car park is now being dealt with by the Joint Harbour Committee, she would ask whether the harbour car park charging could be separately legislated for, rather than being dealt with within the collective of WDC car parks.

(c) To receive a report from Suffolk County Councillor M Ladd:

SCC Cllr Ladd advised that SCC had a budget deficit of £156m for 2016/17 but have found savings of £90m to date.

Devolution is also still high on SCC agenda.

Councillors asked SCC Cllr Ladd whether SCC were considering raising taxes to help assist with the running costs of the emergency services in a similar manner to which Norfolk County Council is presently doing. Cllr Ladd advised that with the budget deficit as high as at present, nothing could be ruled out at this stage.

(d) To receive comments from Southwold electors: A resident asked about the policy of maintaining present council properties. The resident was advised that this will be debated later in the agenda in accordance with the Landlords advisory note.

The Meeting reopened

5. To receive reports from Committees:

a) To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 29th September 2015 (see attached yellow papers). No recommendations to consider.

This report was received and noted.

b) To receive a verbal report from the Joint Harbour Cttee meeting held on 26th October 2015 – Cllr Windell.

Cllr Windell provided the verbal report on behalf of the Joint Harbour Committee. The Decision Notice from the meeting of 26th October was made

available to all members. The meeting was advised that a regular progress report on operations within the harbour lands will be received by the Joint Committee on a regular basis. Cllr Windell was asked whether a project manager would be externally appointed. Cllr Windell advised that as per the Decision Notice, delegated powers have been given to the WDC Strategic Director to appoint the project manager and that it was understood that this vacancy would go to external advert.

6. **To receive reports from Working Groups/Task and Finish Groups and Southwold Neighbourhood Plan**

a) *To receive the written report of the Neighbourhood Plan working group meeting held on 20th October 2015 (see attached mauve papers). No recommendations.*

The report was received by all. Cllr Bradbury asked that any councillors wishing to join a policy group, advise the Chair of their choice.

b) *To receive the written report LL4/2015 of the meeting of the Landlords working group held on Tuesday 13th October 2015 (see attached mauve papers).*

To receive the recommendations contained therein relating to maintenance works at the Water Tower, and tendering for works in relation to the Town Council's statutory obligations on its properties.

It was RESOLVED by all to:

i) Tender from at least 3 surveyors/property manager specialists for the work required, 'to ensure that Southwold Town Council meets its statutory landlord's duties on its property portfolio.' A re-tender process to be carried out every 3 years.

ii) To appoint Permaseal to carry out the condensation works at the Water Tower for a sum of £1,915 plus vat.

7. **Pre Planning application Protocol** – *To receive and approve the draft Pre Planning application policy – taken from SALC legal written advice July 2015. (see attached),*

Cllr Windell presented the policy and after full discussion **it was RESOLVED by all to approve the Pre Planning Application Policy as presented.**

8. **Public Space Protection Orders** – *with relevance to Southwold Beach. To receive and approve the recommendation relating to the creation of a 'family friendly beach' at Southwold, within a new PSPO.*

A Recommendation had been circulated to members in advance of the meeting and members were advised that any reference in the document to 'Susie's Café' should be amended to 'Gun Hill Café'.

Members were advised that this recommendation would mean that all areas in front of the built up promenade, on its entire length, would in future be able to be a family friendly beach.

Discussion took place regarding the proposed amendments and it was felt that litter bins and signage would be required as part of the implementation requirements. **It was RESOLVED by all to approve the recommendation as amended;**

That Southwold Town Council endorse the proposed new regulations as formulated by the organisations represented at the meeting and summarised as follows:

That a PSPO for Southwold be established to supersede the existing Dog Control Order and that the restrictions that apply to the Southwold promenade and the beach be as follows;

Promenade – Promenade to be designated as an area where dogs would be allowed on a lead for 12 months of the year.

Beach in front of the promenade – That the area of beach in front of the promenade, from the end of the prom north of the pier to the end of the prom at the south (by Gun Hill Café) be designated as a ‘family friendly area’ where no dogs are permitted at any time of the year.

Remainder of beach – That the area to the north of the promenade and to the south of the promenade be areas where dogs would be permitted off a lead for 12 months of the year.

9. **Financial Matters**

a) *To receive the Finance Working Group report of 14th October 2015. To receive the recommendation in relation to a donation to the Common Trust.*

Cllr Horwood presented the report.

It was RESOLVED by all that the Town Council match fund the £2000 donation provided by the Common Charity for the supply and installation of electricity to the Pit Stop, and that a donation of £2,000 be provided to the Common Charity for this project.

b) *Accounts for Payment - To receive the accounts for payment for October 2015 (circulated to members).*

It was RESOLVED by all to approve the payments.

It was suggested that members receive an abbreviated summary of the financial report that is received by the Finance Working Group – The Chair of the Working Group advised that this would be considered at the next meeting of the Finance working group.

10. **To receive update from Town Mayor of events/ meetings attended including;**

Autumn Ball at the Golf Club – 10th October 2015

Bungay Civic Service – 16th October 2015

Concert by Choir of St Paul’s Cathedral – 16th October 2015

Future Events

Remembrance Sunday Parade & Church Service – 8th November 2015

Armistice Service at the War Memorial – 11th November 2015

Eric Dore Book Launch – 10th November 2015

Allotment Holders AGM & Awards – 11th November 2015

Southwold & Reydon Society Annual Lunch – 19th November 2015

St Edmund's Day Service – 20th November 2015
Christmas Lights Switch On – 28th November 2015
Carol Concert at St Edmund's Church – 20th December 2015
Town Mayor's Christmas Drinks Reception at Town Hall – 23rd December 2015

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.

No written reports had been received prior to the meeting.

12. **Correspondence.**

a) SALC AGM – 12th November 2015

b) Letter from Geoffrey Munn dated 1st Oct 2015.

c) Waveney Norse letter of 15th October re Proposed off street parking Order.

d) WDC Call for Sites

The correspondence as above was received and noted.

13. **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.

Sole Bay Fish, East Street, - Litter and refuse – Cllr S Allen.

Cllr Allen advised that the new shop seems to be taking a sensible approach about litter and refuse and will provide 2 new bins at their own cost. The proprietor will consider where the bins would be best situated. Cllr Allen was asked for details of the packaging that the fish and chip shop would be using for its fish and chips – as recycled cardboard would be a preferred choice. Cllr Allen advised that she would ascertain this information and advise members accordingly. Cllr Allen was also asked whether the litter bins would be of the design that are “seagull proof” – this was confirmed.

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;

a) Sites at Station Road - To consider the professional advice received. (See paper attached). The report was received and noted. No recommendations were made.

b) To receive the confidential written report of the meeting of the Landlords working group held on 13th October 2015. (see attached). To consider recommendations contained in confidential report Rep. LL 4/2015 concerning Town Council properties. The recommendations within Rep.LL4/2015 were Approved.

c) To receive the confidential report and recommendation of the Finance Working Group meeting of 14th October 2015 in relation to pay. (see report attached). The recommendation relating to pay was Approved.

d) To receive the confidential report on Section 106 agreement (see report attached) and an update on a revised WDC Local Lettings Policy (Verbal update – Cllr Allen). The written and verbal reports were received and noted. No recommendations.

e) To receive verbal update re possible Design Framework consultation time scales.
Verbal report received and noted. No recommendations.

15. **Date of next Town Council Meeting:**
Tuesday 24th November 2015 at the Town Hall.

_____ TOWN MAYOR 24th November 2015