

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 30th August 2016

PRESENT:	Councillor	Mrs M C Tucker (Town Mayor) (Chairman)
	“	Miss E A Betts
	“	Mrs S Allen
	“	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: 1 member of the media, the High Steward, the Town Clerk and 37 members of the public.

BUSINESS

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

Cllr Allen declared a personal interest in agenda item 5 (a) and (b) as a member of the WDC Planning Committee.

Cllr Doy declared a personal interest in agenda item 5 (a) and (b) as a member of the Southwold & Reydon Society.

Cllr Rowan Robinson declared a personal interest item 5 (a) and (b) as President of the Southwold & Reydon Society.
 - 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.*

No dispensations requested.
 - 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 26th July 2016 were confirmed and signed.
4. **Standing Orders:** *to suspend standing orders for consideration of the following:*
 - a) *To receive a report from Waveney District Councillors M Ladd, and S Allen.*

Cllr Allen and Cllr Ladd will then take questions from councillors and electors (maximum 5 minutes).

The Town Mayor asked that WDC Cllr Ladd update the meeting about the WDC consultation on the Public Space Protection Order for Southwold.

WDC Cllr Ladd thanked everyone for their feedback to date and advised that he would be requesting that WDC extend the period of consultation through until the end of September to give everybody an opportunity to respond. WDC Cllr Ladd advised that full details of the matter being consulted on was available on the WDC website and encouraged people to respond to WDC direct, as being indicated on the website. Mention was made that there seemed to be some confusion about what was being consulted on, and that it was therefore important that everyone looked at the details of the proposals before responding.

WDC Cllr Ladd was asked about enforcement of the Order and who would be able to undertake such enforcement. Cllr Ladd responded with the details provided by on this matter.

Requests were made that WDC highlight the importance of the consultation by way of press releases including the Southwold Journal and as the press were present at the Town Council meeting, this request was directed to them also. The Town Council also offered to highlight the consultation.

WDC Cllr Allen advised that she had no further matters to report.

- b) *To receive a report from Suffolk County Councillor Ladd. Cllr Ladd will then take questions from councillors and electors (maximum 5 minutes).* SCC Cllr Ladd advised that the Devolution Consultation is still ongoing. It is considered that the elected Mayor may not now be part of the devolution package.

SCC Cllr Ladd advised that he had been asked to look at various areas in the town where traffic and parking were causing a concern and where some traffic restrictions are required. Various white lines also need repainting including those in the Market Place which Cllr Ladd confirmed were on the SCC list.

As a Trustee of the Millennium Foundation, Cllr Ladd advised that the Millennium car park had catered for 371 cars at the weekend and questioned where these cars would have gone if this car park had not been available.

- 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).* Mr Vulliamy from the SOS (Hospital) spoke on behalf of the organisation in support of its request for a donation from the Town Council towards the feasibility study. The organisation presently has 300 members and Mr Vulliamy advised that the flea market had raised over £3,600 on the day with a further £2,000 pledged afterwards. In addition, SCC Cllr Ladd had supported the fundraising with a locality donation of £1,000.

Meeting reopened

5. **To receive reports from Committees:**

- a) *To receive the written report of the meetings of the Planning and Development Committee meeting held on Tuesday 16th August 2016 (see attached). No recommendations.* The report was taken as read.

b) *To receive a verbal update from the Planning and Development Committee on any further planning/development matters to be brought to the attention of the Council.* Cllr Windell advised that the application for Mill Lane has raised some concerns.

c) *Leisure and Environment Cttee -no meeting held. See interim working group report below.*

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

Team:

a) *To receive written report of the Leisure and Environment working group meeting of the 8th August 2016. Recommendations re noticeboards for marshes, and bins for the prom. Two alterations were made to the report as follows – (1) page 1 “Easton Bavents” should read “area by boating lake” and (2) page 3 insert before Events, that ‘Cllr Ladd left the meeting at this stage’.*

Cllr Ladd referred to the signage for the boating lake which had been mentioned in the report, and asked that the next meeting of the Committee consider the signage for all of its property/land on North Parade (being the putting green, Klondyke and boating lake). Cllr Ladd also advised that he would wish for the group to consider whether the marshes should be transferred to the Common Trust.

Discussion took place regarding litter and the issues with trade waste from the kiosks along the prom, and those holiday lets who are putting trade waste and large bags of rubbish into the normal everyday bins. The Mayor confirmed that the number of bins had been doubled in recent years but that some had been washed away in previous storms. It was agreed by all that contact should be made with Waveney District Council to seek a meeting to review the situation with regards to trade waste as well as the emptying of bins.

Marshes information boards.

Recommendation – that Town Council approves to match fund the £2,000 provided by Natural England with £2,000 for additional noticeboards. Asset budget £15,000. Expenditure and committed expenditure to date £3486.00. It was RESOLVED by all to approve this recommendation.

Litter Bins for Promenade

Recommendation - that Town Council approve the purchase of 10 Jubilee bins for the prom at a cost of £3750. These to be purchased from the L and E fixed asset budget of £15,000. Expenditure committed to date £5,486 (plus £3750 for bins). It was RESOLVED by a majority with 1 abstention to approve this recommendation.

b) *To receive written report of the meeting with WDC re car parks. No recommendations.* The report was received and noted.

c) *To receive the written report of the Finance and Governance working group meeting of 10th August. Recommendation re donation to SOS.*

Donation request from Save our Southwold Hospital.

It is the recommendation of the Working Group that; in the event of there being a shortfall in the amount raised by the community and other grants received towards the feasibility study for the Southwold Hospital site, the Town Council pledges a maximum of £1,000 towards the feasibility study. It was agreed on a majority of 7 in favour, 2 against and 2 abstain to approve this recommendation.

- d) To receive written report dated 15th August 2016 from Employment working group *re handyman*. *No recommendation*. The report was received and noted.
- e) *To receive the written report of the Landlords working group meeting of 2nd August Rep 7/2016. Recommendation re management of trees at Water Tower. Recommendation - Subject to (a) and (b) above, the Working Group recommend that the Town Council contributes 50% of the cost of works to manage the trees to a maximum £800. It was RESOLVED unanimously to approve this recommendation.*
- f) *Highways and Footpaths working group – no meeting held. Next meeting scheduled for October. Noted.*
- g) *Neighbourhood Plan – no meeting held. Next meeting scheduled for September. To receive verbal update regarding N Plan questionnaire. Cllr Rowan Robinson advised that over 200 questionnaires had been returned to date with approximately 50% of them being from permanent residents and 50% being from second home owners. Those present were asked to encourage everyone to return their questionnaires as soon as possible. The press was asked to encourage this also by placing a piece in the Journal.*

7. **Localism Act 2011 - Southwold Hospital, Field Stile Road, Southwold** – *Receipt of notification of the intention of NHS Property Service Ltd to dispose of the asset. Town Council to consider whether it would wish to express a non-binding interest in buying the property – see paper attached. It was RESOLVED unanimously that the Town Council would express a non-binding interest in buying the property.*

This would enable the moratorium period to commence to enable interested parties to bid, or not, by the expiry date in January 2017.

8. **Coastal Community Teams/Coastal Community Fund** – *To receive written report dated 15th August 2016.*

Recommendation; to endorse the application to apply to form a Coastal Community Team for Southwold. It was RESOLVED unanimously to approve this recommendation.

9. **Mayors Organisation/ Charity and Autumn Ball.**

The Town Mayor provided details of her Charity for the Mayoral year. The chosen Charity is to be the Southwold Arts Centre whose objects are to “advance education in the arts, culture, and heritage to benefit the residents of Southwold and the surrounding area, and to improve the conditions of life for them.”

The Town Mayor advised that the Charity fits in with the vision and strategy produced by the Town Council.

The Town Mayor advised that the Mayor's Autumn Ball will be held on 8th October 2016 at Southwold Golf Club as a fundraising event for the Charity.

10. **Correspondence:** *to note the items as detailed in the general correspondence file together with;*
- a) *Police report – August 2016*
 - b) *Suffolk and Norfolk – Devolution information*
 - c) *Bus services - Letters dated 1st August from Anglian Bus and 15th August from SCC.*
 - d) *Invitation to Neighbourhood Plan networking forum*
 - e) *Suffolk Police and Crime Commissioner public meeting dates*
 - f) *Email re men's sheds*
 - g) *E mail re UK Power Network 105 service*
 - h) *Suffolk Year of Walking Update*
 - i) *SCC Highways Matters newsletter*
 - j) *E mail re closure of Lowestoft Magistrates Court*

All items of correspondence were taken as received.

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

12th August – Catholic Church Raffle Draw

The Town Mayor thanked the Deputy Mayor for attending the Model Yacht Regatta on her behalf.

Future Events

11th September – WDC & Beccles Civic Service

18th September – URC Harvest Festival

12. **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) *Harbour Users representative – a written report was tabled at the meeting which was received and noted.*
- b) *Joint Harbour Cttee representative – there was no update.*

13. **Financial Matters**

a) To receive the Accounts for Payment for August 2016 (circulated to members).

It was RESOLVED by all to approve the August 2016 Accounts for payment. Unanimous.

14. **Town Mayor update on other ongoing Council matters;**

a) Annual Report and Town Council Strategy documents - available to be delivered to every household. Noted.

b) WDC Public conveniences – meeting held with potential stakeholders. Noted.

c) *Strategy document – 6-month update* – the Chairs of Committees and Working Groups were reminded to complete a progress report on their activities in line with the Strategy document, ready for the October Council meeting.

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.

a) Cllr Rowan Robinson spoke regarding the boating lake and the issues with regard to water levels that had been reported in the local press. Cllr Ladd advised that he had met with the tenant at the boating lake and that the matter will be considered at the Landlords meeting in September.

b) Cllr Palmer reported that several complaints had been received regarding sewage smells especially in and around Fieldstile Road and that such matters should be reported directly to Anglian Water so that they have a record of the problems being experienced.

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;*

a) To receive the confidential report and recommendation of the Landlords Working Group Rep 7/2016. *No recommendations* The report was received and noted.

b) Station Road Site - To progress. *Recommendation* re feasibility study on Town Council property asset at Station Road **It was RESOLVED by a majority, with 1 abstention, to approve the recommendation that Ingleton Wood be engaged to develop a feasibility study/ business plan**

To progress the confidential report and recommendation of the Finance and Governance meeting of 10th Aug 2016. *Recommendation* re Town Council property assets. **It was RESOLVED by a majority of 10 in favour and 1 against to approve the recommendation that ‘capital receipts from the sale of assets from the Council portfolio should be applied, as a priority, to the replacement or redevelopment of Council’s own assets’.**

c) To consider professional legal advice received on Town Council asset and progress way forward– *see paper attached*. **After full discussion it was RESOLVED by a majority of 9 in favour and 1 against that the Town Council asset referred to in the paper, would be sold on a long leasehold with restrictive covenants. It was agreed by all that a discussion on the covenants would take place at a later date once further advice had been sought as to the covenants that may be appropriate and enforceable.**

d) To consider information received and progress discussions with regards to Police and Fire Station Site – **It was RESOLVED unanimously the actions that Council would now take with regards to the site. See confidential minutes of 30th August 2016.**

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

Tuesday 27th September 2016 at 7.30pm at the Town Hall.

_____ TOWN MAYOR 27th September 2016