

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at the Town Hall, Southwold, at 8.00pm on Tuesday 25th February 2014.

PRESENT: Councillor S J Tobin (Town Mayor) (Chairman)
“ Mrs S Allen
“ Mrs T E Baggott
“ Miss E A Betts
“ I R Bradbury
“ Mrs S M Doy
“ Mrs K P Flodin
“ M Ladd
“ Mrs M C Tucker
“ J A Windell
“ J R Winter

Also attending: High Steward, Town Clerk, one member of the Suffolk Police, one member of the public and two members of the press.

BUSINESS

1. **Apologies:** Apologies for absence were received from Cllr Temple.
2. **Declarations of Interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*
Cllr Doy and Cllr Allen declared a personal interest in item 5(a) and (b Planning).
 - b) *To receive any declarations of Disclosable Pecuniary Interests.*
There were no declarations.
 - c) *To note the decision of the Town clerk regarding requests for dispensations relating to this agenda.*
Not applicable.
 - d) *Councillors to be reminded of the requirement for them to individually update their Register of Interests as appropriate.* Noted.
3. **Minutes:** (i) The Minutes of the Meeting of the Town Council held on 28th January 2014 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 Suffolk County Councillor M Ladd:**
Cllr Ladd advised that Suffolk County Council had agreed their budget for 2014/15 which would be a balanced budget. This therefore means that residents' tax from Suffolk County Council will be frozen. Included in the budget are £38.6 million of savings, of which £8 million has been saved by the new incinerator and £9 million saved by moving HR back in-house. There is a four year budget gap of £156

million. Cllr Ladd advised that road maintenance budget is protected from the cuts. £1.5 million will be invested to encourage apprenticeships.

SCC will be providing superfast Broadband across Suffolk. The provision for Southwold has already been completed.

Questions for Cllr Ladd – a councillor advised that he had heard Suffolk County Councillor Ladd on Radio Suffolk discussing the promenade and the problems being encountered. Cllr Ladd confirmed that he had advised the media that in his view Southwold residents would not be pleased if the promenade was closed, and it was his view that the beach does sometimes return, subject to weather conditions. Radio Suffolk had then continued the discussions about sea defences in general.

(b) **To receive a report from Waveney District Councillors:**

Cllr Allen advised that the budget for 2014/15 will be considered by full council on 26th February. Cllr Allen also advised that the Pathfinder Project is nearing completion, and that the AONB have launched a 5 year strategic plan.

Questions for Cllr Allen: - Cllr Allen was asked about Surfworld and whether WDC have agreed to this project. Cllr Allen advised that she was aware that the business had been asked to contact the RNLI, the harbourmaster and others for feedback about the potential project. Council was advised that at this stage no agreement has been confirmed for permission to operate the business in Southwold. Councillors felt that health and safety would be a concern should it be allowed to operate from the harbour mouth, and there was concern that publicity leaflets had already been produced and distributed. WDC Cllr Allen advised that she would report back on any further information, as soon as she was able, as the matter was presently being dealt with as a confidential issue. WDC Cllr Ladd and Cllr Allen confirmed that they had not been made aware of any such business request to operate in Southwold and agreed that they would request that Southwold Town Council be consulted prior to any formal decision being made.

(c) **To receive a report from the police representative:** The Police representative provided the report from Pc Sadler. The general overview from the report was that there had been a reduction in crime numbers from last year.

Questions to the Police: - A councillor advised that on two occasions recently there have been people knocking on the door in the evenings describing themselves as Marie Curie collectors. The Police advised that if there was any uncertainty, residents could phone the Police on 101 and they will contact the charity in question to see if they have authorised collections in any particular area. They would then notify the resident accordingly.

(d) **To receive comments from Southwold electors:** There were no comments from Southwold electors.

The Meeting reopened

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

a) *To receive the minutes of the meeting of the Planning and Development Committee held on Tuesday 28th January 2014.*

The report was received. Cllr Windell advised that a statement had been placed into the local publications detailing why the area designation of Southwold had been chosen. Cllr Windell also advised that properties are being identified with the view to submitting them for local historic building status.

- b) *To receive the minutes of the meeting of the Planning and Development Committee held on 11th February 2014.*

The report was received. An initial two properties had been identified for potential local historic building status.

Cllr Windell also advised that Council will be asked to consider whether it would wish to see flats or houses at the present doctors surgery which is in the process of being advertised for sale. Cllr Allen suggested that affordable housing should be considered for some of the site .

Cllr Tobin advised that RBS will actively be selling the land at the Station Road site in due course. The meeting was advised that if works are suggested for the whole site, then there was a possibility that no new planning application will be required as there already is one planning approval in existence.

6. **To receive reports from Working Groups:**

- a) *To receive a verbal report from the Joint Harbour Working Group members.*

Cllr Windell advised the meeting that the Group had met with WDC on 11th February 2014 and that they had been introduced to Stuart Everett who is the line manager for the harbourmaster and the campsite manager. For operational matters the harbourmaster and the campsite manager have been given authority to deal with these on behalf of Waveney District Council.

- b) *To receive the written report of the Landlords Working Group meeting dated 5th February 2014. No recommendations to consider.*

The report was received.

- c) *To receive the written report of the Policy, Accounts, Best Value Working Group meeting dated 7th February 2014 and to approve the recommendation in relation to Flag Policy.*

Cllr Betts presented the report and the recommendation regarding the Flag Policy. After full discussion it was **RESOLVED to approve the recommendation with the additional request that a copy of the flag days be placed on the noticeboard.**

Flag Policy - It is the recommendation of the Working Group that the existing flag policy remains as at present i.e. that full flag is flown only on the Government recommended flag days as attached, whilst half-mast is flown as per the Town Council Flag policy (which was confirmed in November 2012).

- d) *To receive the written report of the Leisure and Environment Working Group meeting dated 17th February 2014 and to approve the recommendations in relation to items; Council Events 2. Council assets items 1. and 12.*

The report was received.

Cllr Allen presented the report. Regarding the item on World War 1 commemorative garden, Cllr Allen advised that Touching the Tide may have grants available and the next grant application round closes on the 30th September 2014. It was suggested that a piece be placed into the local papers to

see if there are any volunteers who would be willing to assist with such a community project. Article to also be placed in the next newsletter. It was suggested that it would be appropriate to try to obtain some poppies from Ypres.

Cllr Doy advised that she would contact the local Suffolk Combined Cadet Force to see if they could assist with any works at the War Memorial.

Ladies Walk – it was suggested that signage indicating “no cycling/skateboarding” be applied to Ladies Walk.

Cycle racks Tibbys Green – Suffolk County Councillor Ladd advised that it may be possible to apply for some locality budget funding for the provision of these cycle racks. Town Clerk to note.

Centre Cliff – it was suggested that the Leisure & Environment Working Group look at potential projects to improve this particular area.

Council Events

- 2. WWI Church service - It is recommended that the Town Council walks together to this event from the Town Hall via Church Street, but that no formal road closure will be required as this will not be a parade with the Band.**

Council assets

- 1. Klondyke - Minor repairs required as detailed in the recent Rospa report. Maximum budget £200**
- 12. Cycle Racks - the Working Group recommend that a cycle rack be provided for the area inside Tibbys Green, as at present children and adults have to leave their bikes on the ground when using the play area.**

It was RESOLVED unanimously to approve these recommendations.

- e) To receive the written report of the Highways and Footpaths Working Group meeting dated 6th February 2014. No recommendations to consider.*
The report was received.

Council were asked to note that the Highways & Footpaths Working Group was a good example of a successful partnership between the Police, county and town council.

20mph areas – Cllr Ladd advised that Suffolk Council Cabinet was considering the recommendations put forward for 20mph areas in Suffolk . Confirmation was awaited from Suffolk County Council as to the criteria for any such zones.

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

Reydon & Southwold Pantomime – 1st February 2014

Southwold Cadet Force – Mayor’s talk – 3rd February 2014

Sole Bay Lions Charter Celebration – 8th February 2014

Southwold Tennis Club – opening of new floodlights – 9th February 2014
Public Transport Seminar – 24th February 2014 – the Town Mayor advised that he had attended this seminar and had been provided with information that could benefit the operation of the Southwold shuttle bus.

Mayoral Civic Charity/Organisations

Southwold Sailors Reading Room

Southwold and Reydon Corps of Drums

The Town Mayor advised that he hoped to hold one further event before his term of office expired.

Other Matters

Red phone box – Defib.- the Town Mayor advised that the installation of the defibrillator will proceed on 11th March. Thanks were extended to all groups who had assisted with this project.

Sand Bags for Southwold and Reydon Emergency Planning Group – the Town Mayor advised that Ridgeons of Halesworth had donated 800 sandbags to the Joint Emergency Planning Group. Following their receipt some of the bags were required by Halesworth Town Council to assist with a flooding incident and Ridgeons are kindly replenishing these within the next few weeks. The meeting was advised that using sand from the beach to fill the sandbags was illegal and that these would need to be filled by some alternative means.

8. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings attended:**
 - a) *SALC Waveney Area meeting – March 2014* – date noted.
9. **Southwold Neighbourhood Plan** – To receive update – *Cllr Windell. (Report from Lavenham N Plan workshop and whole council informal briefing already Circulated)* - Cllr Windell confirmed that the area designation consultation is presently taking place. Councillors were invited to join with the Planning & Development Committee to discuss the Neighbourhood Plan project plan at their next meeting on 11th March.

Information provided at the seminar at Lavenham was provided to all councillors. From the seminar, councillors had been asked to note that many parishes set out on a Neighbourhood Plan process but gave up due to “Neighbourhood Plan fatigue”, and it was therefore important to carefully consider those topics that definitely need to be dealt with through planning policy – other matters may be ably dealt with by the Town Council

10. **Southwold Town Plan** – *To receive update – Cllr Tucker (Town Plan document already circulated)* – Cllr Tucker advised that Southwold Town Council is looking into the results provided through the Town Plan. Council was advised that if any particular gaps are identified for which further help and assistance is required, Council would need to identify partners to assist. Reference the High Street – any work being required on this data will initially be carried out in conjunction with the work of a Neighbourhood Plan.

Cllr Allen asked whether feedback had been received by WDC on the matters requiring their attention. Cllr Allen advised that WDC had been asked to carefully

study the information within the Town Plan and to advise the Town Council of the matters that they could assist on.

11. **Financial Matters**

a) *To receive the Accounts for Payment for February 2014 (circulated to members).*

It was RESOLVED to approve the payments.

b) *Asset Register – (See Landlords Working Group report)*

c) *Fidelity Insurance – to confirm that cover is appropriate – Council confirmed that the level of cover was appropriate for its needs.*

12. **Correspondence:** to note the items as detailed in the general correspondence file together with;

a) *NALC announcement re Precept referendums. – Cllr Ladd confirmed that as Southwold Town Council presently did not precept, this information was not presently applicable.*

b) *Safer Neighbourhood Team minutes from their meeting of 8th January 2014. Noted.*

c) *SALC briefing on Local Audit and Accountability Act 2014. – 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.

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) *To receive and approve the confidential minutes of the Southwold Town Council meeting of 28th January 2014.*

The Minutes of the Meeting of the Town Council held on 28th January 2014 were confirmed and signed.

b) *To consider the confidential report of the Landlords Working Group meeting of 5th February 2014 with recommendations relating to Item 2 TIC, Item 8 Tenant repairs, Item 9 Tenants, Item 10 Licences, Item 11 Bottle Banks, (Report referenced STC 4 2014)*

It was RESOLVED to consider the recommendations on an individual basis.

Item 2 TIC – it was RESOLVED on a majority of 8 in favour and 3 against to approve this recommendation with the additional comment that a letter confirming the terms will be sent.

Item 8 Tenant repairs – it was RESOLVED to approve the recommendation. Unanimous.

Item 9 Tenants – it was RESOLVED to approve the recommendation. Unanimous.

Item 10 Licences – it was RESOLVED to approve the recommendation. Unanimous.

Item 11 Bottle Banks– it was RESOLVED to approve the recommendation. Unanimous.

It was RESOLVED to approve the recommendations relating to Item 2 TIC, Item 8 Tenant repairs, Item 9 Tenants, Item 10 Licences, Item 11 Bottle Banks (Report referenced STC 4 2014).

c) To receive confidential report from meeting with Suffolk Police Authority and in relation to Match Funded PCSO. (Report referenced STC 6 2014)

It was RESOLVED to receive and note the report relating to Match Funded PCSO (Report referenced STC 6 2014).

d) To consider the confidential report of the Policy Accounts Best Value Working Group meeting of 7th February 2014 relating to the tender process for Town Council maintenance works . (Report referenced STC 5 2014)

It was RESOLVED to receive and note the report relating to the tender process for Town Council maintenance works (Report referenced STC 5 2014).

e) To confer the title of Honorary Freeman. (Report referenced STC 7 2014).

It was RESOLVED unanimously to confer the title of Honorary Freeman to persons of distinction and those who in the council's opinion have rendered eminent services to the council's area (Section 249 (5) and (6) of the Local Government Act 1972), to those nominated in the report.

15. **To confirm date of next Town Council Meeting:** Tuesday 25th March 2014.

_____ TOWN MAYOR 25th March 2014