

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Town Council of Southwold, held in the Council Chamber at the Town Hall, Southwold, at 5.45pm on Tuesday 26th September 2017

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

Also attending: The Town Clerk, the High Steward and 12 members of the public.

BUSINESS

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

Cllr Rowan Robinson declared a personal interest item 5(a) and (b) as President of the Southwold & Reydon Society.
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.
 - b) *To receive any declarations of Disclosable Pecuniary Interests regarding the agenda.*

Cllr Jeans declared a Disclosable Pecuniary Interest as a board member of the Southwold and Waveney Valley Regeneration Society Ltd.
 - c) *To note the decision of the Town Clerk regarding requests for dispensations relating to this agenda.*

There were no requests for dispensation.
 - 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 29th August 2017 (*see attached*). It was unanimously agreed to confirm and sign the Minutes of the Meeting of the Town Council held on Tuesday 29th August 2017.
4. **Public Participation**
 - a) To receive a report from Waveney District Councillor S Allen.

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

Cllr Allen advised that the WDC Chairman had visited Westminster to meet the Community Secretary with regards to the merger between WDC and Suffolk Coastal. It was felt that the meeting had been well received. WDC Cllr Allen advised that Sajid Javid can provide a “minded to” letter if he feels it appropriate.

WDC have agreed to spend £120,000 on a fender for the harbour.

- b) To receive a written report from Suffolk County Councillor Ladd.
A written report had been provided by SCC Cllr Ladd and this is attached to the Minutes.
- 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*).
A member of the public referred to the L & E Minutes and expressed their concern that discussions seemed to be taking place about a further PSPO. The member of the public expressed concern that the PSPO for the beach had seemed to lack transparency and they were concerned that any future PSPO for other areas should be appropriately debated and transparent. A resident commented that as a dog owner they resented the way they had been treated re the PSPO on the beach. A resident/business advised that they felt that the town would suffer if the public felt that there was to be any ban of dogs on the marshes.

Charlotte Pither spoke as Chair of SARDOG to advise that SARDOG would wish to be included within any discussions about the proposals for a code of conduct for dogs on the marshes when cattle are present. Ms Pither confirmed that she was aware that SARDOG would be invited to a stakeholder meeting to discuss the matter and that SARDOG are waiting for the date to be arranged.

Cllr Tucker confirmed that the PSPO for the beach was created, and is enforced, by WDC.

Public participation closed.

5. To receive reports from Committees:

- a) *Planning and Development* - To receive the written report of the meeting of the Planning and Development Committee meetings held on Tuesday 5th September 2017 and Tuesday 19th September 2017 (see attached). *No recommendations.*
Cllr Windell asked that the Minutes be received and this was unanimously agreed.
- b) *Planning and Development* - 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. *No recommendations.*

Cllr Windell confirmed that the Suffolk Preservation Society will be holding a training event in Southwold and that the Agenda will be forwarded in due course. Cllr Windell advised that the Planning Committee has expressed concern to WDC about the lack of a Planning Officer/Design & Conservation Officer which is causing planning applications to be delayed. WDC have offered to meet the Town Council to discuss this further and a meeting has been scheduled for next week.

- d) *Leisure and Environment* – To receive the written report REP 6.17 of the meeting of the Leisure and Environment Cttee of 18th September 2017. *No recommendations.*

As Chairman of L and E Cllr Allen advised that the Committee had considered a code of conduct in relation to dogs/cattle as dogs being off a lead in the presence of cattle can lead to stampedes. Cllr Allen confirmed that no action would be taken without discussions with stakeholders including SARDOG, and that a meeting will be arranged for November.

It was suggested that a sign would be more appropriate than a restriction/code of conduct and that a sign could go up in the area where the breeding bird's habitat rather than initiating a new conduct code. Concern was expressed about the relevance of a visit to Carlton marshes undertaken by the Chair of the cttee and the relevance of the code of conduct that applies there.

As a member of the cttee Cllr Rowan Robinson advised that there are already some SCC signs in the area, but these may not be as visible as they ought and extra signage should certainly be considered. Cllr Rowan Robinson confirmed that as a Committee, all L & E meetings are open to the public and the public were urged to attend.

The Town Mayor advised that various bodies including Natural England do provide guidance about areas where dogs should be retained on leads as the safety of all individuals and animals is of paramount concern. The Town Mayor advised that it was hoped that the stakeholder meeting would be able to reach a sensible conclusion for all parties.

Other Matters arising from the report;

- Re the L & E Committee report update on cycle racks at Electricity Green – It was suggested that the Planning & Development Committee be consulted re the design.
- Re extra litter bins referred to in the report – the Town Mayor advised that “Marks Fish & Chip Shop” should read “The Little Fish & Chip Shop”.
- Re the L & E report on footpaths –reassurance was requested that the footpaths would be cleared on a more regular basis.

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

- a) *N Plan Task and Finish Group* – No meeting held.

As Chairman of the task and finish group Cllr Bradbury advised that the draft N Plan is with the consultant and that within the next fortnight there will be a penultimate draft and that a Neighbourhood Plan Team Meeting will be

arranged. Cllr Bradbury confirmed that the consultant will write the final Plan. Disappointment was expressed by some members of the group that no Neighbourhood Plan Team Meeting had been held for some time and asked that a copy of the WDC initial response to the draft N Plan be circulated to group members. It was pointed out that the latest draft of the N Plan had not been circulated to all team members. Cllr Bradbury advised that Character Area Assessments needed to be completed, and confirmed that the emerging draft N Plan would be forwarded.

b) Highways and Footpaths working group – No meeting held.

As Chairman of the working group Cllr Tucker confirmed that a meeting of the working group is scheduled for next week. Cllr Tucker advised that there is a road closure of Blackmill Road from 2nd October for up to one month - residents will be able to have access in and out of their garages and the diversion will be via Wymering Road. It was felt that this will cause some congestion.

Cllr Tucker and the Town Clerk had met with PCSO Newson and Duncans regarding the parking at the back of the Fat Face site which is now in the process of being redeveloped. Some allocation of places will take place for builder's vans but Duncans were advised that the parking bays in the High Street will retain their time restrictions and that any builder parking in these and exceeding the allocated time could expect to be ticketed. The Highways & Footpaths Working Group were thanked for their work on this matter.

c) Community shuttle service group – to receive written report of meeting of 6th September 2017 and verbal update of any further action.

As Chairman of the group Cllr Bradbury advised that the project is moving forward well. Three Trustees are likely to be required from the Council and the term of office will be for three years. Members were advised that third party sponsorship is still being received and that once all potential sponsors have replied, the livery of the van will be undertaken and a printed timetable produced which will include details of the various sponsors. Cllrs were asked to advise Cllr Bradbury should they wished to be considered as a Council Trustee for this project.

d) Landlords working group – to receive the non-confidential written report of meeting of 18th September 2017 rep 8.17 and verbal update of any further action. Received and noted.

7. **Correspondence:**

a) PCC Public meetings 2017 – Thursday 14th September Beccles. Tuesday 10th October Lowestoft. Both commencing at 6.30pm. Noted.

b) Safer Neighbourhood Team newsletter August 2017. Noted.

c) AONB newsletter – August 2017. Noted.

d) Letter from Southwold Museum re cannon loan – it was agreed that permission would be given for the cannon to be loaned for a further 12 months.

e) SALC AGM – 7th November 2017. Noted.

f) E mail from Mr Hadgraft re various matters. 1) Bin store on Pier car park – discussion took place as to where else this could be located and it was suggested that the previous household waste site may be suitable and should be considered at a later date. WDC Cllr Allen advised that she would discuss the matter with

WDC to find out which other venues are being considered. 2) Harbour Road – WDC Cllr Allen advised that the harbour road potholes have been filled in. 3) Parking on Boggis land at far end of Pier car park – WDC Cllr Allen advised that this overspill car park is privately owned and that WDC are hoping to work with the owners to ensure that the area could be open more often from Easter 2018.

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

Beating the Bounds – 14th September 2017

Southwold School Play Area – 14th September 2017

URC Harvest Festival – 17th September 2017

RAFA Battle of Britain Service – 17th September 2017

Mr & Mrs N Aldred 50th Wedding Anniversary – 23rd September 2017

Hadleigh Civic Service – 24th September 2017

Forthcoming Events:

Suffolk Records Society 50th Anniversary – 7th October 2017

Bungay Civic Service – 13th October 2017

Strategy Presentation to WDC – 16th October 2017

Mr & Mrs Brian Duncan 50th Wedding Anniversary – 21st October 2017

9. **Town Mayor Charity for 2017/18.** To receive update of events for the Town Mayor Charity 2017/18. No further update.

10. **Waveney New Local Plan draft response** – consultation 28th July – 22nd September extended to 6th October 2017. To consider the draft response to the consultation.

Cllr Windell thanked all colleagues who had sent in contributions for the response and proposed that the draft be accepted by Council. It was suggested that the harbour policy be more closely defined - non- marine use of sheds causes the price of sheds to increase significantly and therefore non- marine use should not be encouraged. It was suggested that affordable business space also be added. WDC Cllr Allen advised that she would find out how many empty sheds there are.

Cllr Windell proposed that members approve the draft with the amendments required above. **On the recommendation of Cllr Windell, seconded by Cllr Jeans it was unanimously agreed that the draft could be forwarded to WDC as the Town Council response after inclusion of the items mentioned above.**

Cllr Bradbury advised that the emerging Neighbourhood Plan suggests a harbour policy referring to sheds being empty for a minimum period of 6 months prior to any consideration of them being used for non-marine use. It was suggested that the emerging Neighbourhood Plan be amended to reflect a period of 12 months instead of 6 months.

11. **Consultation for A12 four village bypass** – to consider Town Council response. Consultation deadline 25th October 2017.

Discussion took place regarding this consultation. Members felt that a single byway would have no impact and that a dual carriageway would be required. It

was considered that a dual carriageway would help the region and that this should be supported.

On the proposal of Cllr Rowan Robinson, seconded by Cllr Allen, it was agreed on a majority with 2 abstentions that the Town Council response would support a dual carriageway option which would provide benefit for the local economy. Individual responses were also being encouraged by the applicant and members were advised accordingly.

12. **Consultation on Lowestoft Third Crossing** – to consider Town Council response. Consultation deadline 16th October 2017.

On the proposal of Cllr Windell, seconded by Cllr Jeans, it was agreed on a majority with one abstention to respond to the consultation confirming that the Town Council approves of the project and of the design.

13. **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) Southwold Hospital – *Planning application received - for council to consider – date to be set for meeting.* As the Council rep. Cllr Windell advised that the planning application for the former hospital site will be considered at an additional Council meeting.
- b) Coastal Community Team – *see written report attached.* Cllr Ladd had provided a written report with an update on the CCT priorities. It was suggested that future reports be provided with more detail.
- c) Allotment Holders Rep – *verbal report.* As the Council rep. Cllr Doy advised that the Association hoped to start work on the car park once the lease has been completed. Cllr Doy advised that a plot holder had fallen into a well that he had dug up on his plot but that fortunately he was not injured.
- d) Women on Wheels – *see written report attached.* Written report received and noted.
- e) Community Emergency group – *see written report attached.* Written report received and noted.

9.30pm Standing Orders

It was unanimously agreed to extend the meeting for a further 15 minutes.

14. **Financial Matters**

- a) To receive the Accounts for Payment for September 2017 (*circulated to members*). **On the proposal of Cllr Bradbury, seconded by Cllr Betts it was unanimously RESOLVED to approve the Accounts for Payment for September 2017.**
- b) Finance and Governance cttee – no meeting held. Noted.
- c) Loan drawdown. To note that the £300k loan for property repairs has been

drawn as per the terms attached. Noted and agreed.

- d) Donation of £1000 to Christmas Lights 2017 – see report and recommendation attached. **On the proposal of Cllr Allen, seconded by Cllr Windell it was unanimously agreed to approve the proposal that the £1,000 donation to the Christmas previously allocated could be used for the purchase of more lights in the Market Place.**
- e) Finance for business plan and option appraisal for Boating Lake facility – see written report attached.
Cllr Bradbury provided the report in the absence of Cllr Ladd. Various queries were raised with regards to the role of the CCT/WDC and whether there was going to be more community engagement. Members also asked whether STC would like a brief for the consultant. In view of the absence of Cllr Ladd it was agreed by all to defer this item to a future meeting.
- f) Questionnaire to Residents on project priority – to receive initial result data attached. It was agreed that this should be considered further by the Finance & Governance Committee.

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.

Cllr Allen advised that the film company will no longer be using Southwold to film their advert in and expressed disappointment as the actors and crew would have spent money in the town. Cllr Allen suggested that Screen Suffolk may now have difficulty promoting Southwold in the future to other filming companies and that Southwold may miss out on future opportunities. It was pointed out that some of the business owners had been concerned about the required partial High Street closure as they felt that their individual business may suffer financially.

There being no further business the meeting closed at 9.45pm.

16. **Date of next Town Council Meetings:**
Tuesday 24th October 2017 at 7.30pm.

_____ TOWN MAYOR 24th October 2017