

**Minutes of the Leisure & Environment Committee meeting held
on Monday 3rd October 2016 at 2pm.
L and E 4/16**

DATE & TIME	Monday 3 rd October 2016
PLACE	Town Hall
CHAIR	CLlr Allen
PRESENT	CLlrs; Allen, Betts, Ladd, Rowan Robinson and the Town Clerk. Also present 4 members of the public.

Item	Subject	Comments	Action
1	Apologies for absence	Apologies were received from Cllr Doy and Cllr Windell	
2	Declarations of Interest	<p><i>a) To receive any declarations of Personal Interest regarding the agenda. Cllr MRR declared a personal interest as the President of the Southwold & Reydon Society and as a member of Southwold Golf Club.</i></p> <p><i>b) To receive any declarations of Pecuniary Interest regarding the agenda. Nil.</i></p> <p><i>c) To receive any request for dispensations regarding the agenda. Nil.</i></p>	
3	<u>Standing Orders</u>	<p><i>to suspend standing orders for consideration of the following:</i></p> <p style="padding-left: 40px;"><i>a) To receive comments from Southwold electors on matters on the agenda (each elector will be allowed a maximum of 3 minutes).</i></p> <p>A member of the public spoke about litter in respect of the Common and the promenade. The resident advised of various bins that had been removed and asked about the extra bins for the promenade. The resident was advised that the Common Trust are responsible for the management of the Common. The resident was also advised that the extra bins for the promenade would be installed within the next 2 weeks and that these will be secured to the floor. The resident asked whether other bins on the Paddock could be removed and 1 dog bin installed. This matter will be forwarded to the Common Trust for their consideration. Resident also asked about the litter emanating from the Fish & Chip Shop in the Market Place and the resident was advised that the Fish & Chip Shop have purchased 2 bins which will be installed next week.</p>	<p>Norse</p> <p>Common Trust</p> <p>Norse</p>

		<p>A resident asked about the clearance of weeds in Bank Alley. The resident was advised that there are also issues with weeds around pavements and road sides, and it was agreed that an article would be placed in the next newsletter asking people to take pride in areas around their properties by tidying the areas. Cllr Allen advised that the Town Council is looking to employ a handyman to do work over and above that which is presently being undertaken and it is hoped that this sort of matter could be dealt with by them.</p> <p>A resident asked about the clock in the Market Place and whether this could be repaired. Members were advised that this clock is known as the Jubilee clock and is situated above the butchers. It was not clear as to whose responsibility it would be to have the clock serviced but it was agreed that the Town Council would look into this and make the necessary arrangements.</p> <p><i>Meeting reopened</i></p>	<p>STC</p> <p>STC</p> <p>STC</p>
4	Projects	<ul style="list-style-type: none"> • <i>Information Boards for marshes. To progress and purchase.</i> Cllr MRR presented the latest version of the text/photos which had been compiled from information sent by Emma Hay of Natural England. Emma has advised that she would also like a map of the marshes on the boards together with perhaps a map of the footpaths and a diagram showing a cross section of a dyke so that visitors can see the flora and fauna that can be contained within a dyke. It was agreed that this would be appropriate. <p>Cllr MRR had visited the museum and had found 2 old maps of the marshes which contained informative comparisons to the present day. Information about the purpose of the SSSI, and the benefit that it gives, was also felt important for the boards.</p> <p>Emma Hay had sent an email today advising that the money from Natural England would need to be spent by the end of the month (as otherwise Natural England would claw it back).</p> <p>The committee felt it important that the monies were retained and that the boards be ordered whilst the text is being finalised. This to be clarified with Emma Hay. It was agreed that the funding from Natural England and the Town Council would cover the cost of 2 complete boards including the artwork</p>	<p>MRRR</p> <p>LJB</p>

		<p>and it was agreed that the 2 boards would hold identical information.</p> <p>Quote from Fitzpatrick Woolnough for a recyclable material plastic board with A1 size text availability would cost approximately £704 per board. Funds available £4,000.</p> <p>Cllrs MRR and SA will visit the site and decide on location.</p> <p>Town Clerk to forward the updated text to Natural England for their confirmation, and to clarify the situation with regards to the timely purchase of the information boards.</p> <ul style="list-style-type: none"> • <i>Fingerposts. Update and purchase.</i> Fingerpost Locations and number of fingers on each have already been agreed. Confirmation awaited from SCC about suitability of locations. Quotes being received for final designs. Funds available £4,000 from WDC, £2,000 from STC, £2,000 locality requested. On confirmation of locations the fingerposts will be purchased and installed. • <i>Blue Plaque Scheme. Update.</i> The Museum have confirmed that they would be pleased to be involved with this project but that they could not consider it until after 31st October. Letter to be sent to the Museum thanking them for this, and asking them to advise the Town Council of the first 3 names that they propose to purchase plaques for together with a copy of the wording and the design of the plaque that will be used so that Town Council can consider and confirm. 	<p>SA and MRR</p> <p>LJB</p> <p>SCC</p> <p>LJB</p> <p>LJB</p>
5	Environmental Matters	<ul style="list-style-type: none"> • <i>Common /Marshes – Update on drainage, educational promotion, masterplan for the whole area.</i> Integrated Management Plan – Nicky Rowbottom who is involved with the Halesworth Millennium Trust, has confirmed that she will be pleased to assist on a project for Southwold and has provided a detailed budget and process for the Committee to consider. Potential funders for the Management Plan could include Touching the Tide, National Lottery, Awards for All and Heritage Lottery. Cllr Ladd advised that the application for the Coastal Communities Team had been submitted and if accepted could perhaps become involved with this project. It was mentioned that the harbour project team manager and Walberswick Parish Council could perhaps also be 	L and E agenda

		<p>involved with the team.</p> <p>Drainage – Cllr MRR advised the meeting about the 2 levels of drainage that are required on the marshes. Discussion took place about the control of the sluice, and whether this could be moved to the bottom of the road by the culvert. It was suggested that this proposal could be a specific matter that could be included within the overall Management Plan.</p> <ul style="list-style-type: none"> • <i>Memorial Garden – update from Cllr Allen.</i> Cllr SA advised that no further progress had been made as the Working Group were undecided on a potential location. After full discussion it was agreed that East Cliff be considered and the Jim Blythe be approached to see if he would be prepared to design the garden. Cllr AB to talk to Mr Blythe. Other suggestions were that an approach were made to the Allotment Holders direct to see if they had anyone willing to be involved and to put a plea in the local magazines. It was agreed that a garden design/project leader would be required for this project. Volunteers from the local community would be willing to plant up the memorial garden – volunteers to be updated on the project. • <i>Ferry Road Garden – update on progress to date – Cllr Windell.</i> Cllr Windell was not present and no update had been received. • <i>Volunteer works to shelters along the prom – what is outstanding? Materials at Town Hall.</i> The shelter by the mine is in need of repair especially with regards to the roof and gutters. Quotes to be obtained for this work. Norse have provided the materials for repair works to the other shelters along the prom and Cllr Windell will be asked for an update about the volunteers and when this work will be started. • <i>Norse Walk round – Friday 30th September – update from Cllr Allen.</i> Cllr SA advised that the walk round had taken place last week. Some of the residents of Barnaby Green have offered to assist with the maintenance of the green and they will be put in contact with Norse. It was noted that some cobbles are loose within the church wall and this will be notified to the church. The area around Ladies Walk will be cut and WDC will spray around all of the steps 	<p>Cllr Betts</p> <p>LJB</p> <p>LJB</p> <p>WW</p> <p>LJB</p> <p>WW</p> <p>SA</p> <p>LJB</p>
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8	New matters to consider/to progress	<ul style="list-style-type: none"> • <i>New Outside Gym Equipment – List facilities in all play areas o/s.</i> – Cllr WW to be asked for an update. • <i>Blackshore footpath/ cycle path -improve signage?</i> – correspondence had been received from a resident asking that the top path be promoted as a pedestrian walkway and the bottom path be promoted for cyclists. It was agreed by all the present signage will be checked and if necessary a new sign will be costed and locations agreed. 	<p>WW</p> <p>SA</p>

There being no further business the meeting closed at 3.45pm

Date of next meeting – Monday 5th December 2016 at 7pm