

## 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 24<sup>th</sup> June 2014.**

PRESENT: Councillor S J Tobin (Deputy Mayor)  
“ Mrs S Allen  
“ Mrs T E Baggott  
“ I R Bradbury  
“ Mrs S M Doy  
“ Mrs K P Flodin  
“ M Ladd  
“ R D Temple  
“ Mrs M C Tucker  
“ J A Windell

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

### **BUSINESS**

1. **Apologies:** Apologies were received from Cllr Betts and Cllr Winter.
2. **Declarations of Interest:**
  - a) *To receive any declarations of Personal Interest regarding the agenda.*  
Cllr Doy, Cllr Flodin 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:** The Minutes of the Annual Meeting of the Town Council held on Monday 27<sup>th</sup> May 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:** SCC Cllr Ladd advised that the replacement bollard at Tibbys Green had been arranged. He advised that the Suffolk County Council initiative of Raising The Bar has had some success. Cllr Ladd has spoken with the Head of Southwold Primary School, and there is slight concern about the possible fall in numbers of pupils going forward due to the number of larger schools now in the district. Discussion took place about the success of Raising The Bar and the comment was made that Suffolk is

still second from bottom in the league tables. Cllr Ladd advised that matters are turning round and hopefully this will show in next year's league tables.

- (b) **To receive a report from Waveney District Councillors:** WDC Cllr Allen advised that there had been discussions at WDC concerning wind farms which could provide local employment. Regarding traffic parking at the harbour, Cllr Allen confirmed that the signs should be erected at any time.
- (c) **To receive a report from the police representative:** No report was available from the police (this was subsequently received after the meeting). There were no questions for the police.
- (d) **To receive comments from Southwold electors:** No comments from Southwold electors.

*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 27<sup>th</sup> May 2014 .*
- b) *To receive the written report of the meeting of the Planning and Development Committee held on Tuesday 10<sup>th</sup> June 2014*

Cllr Windell summarised the Committee Reports – the meeting was advised that construction traffic could possibly be an issue for the Common Trust in relation to the improvements due to be made at Wantage House. Discussion took place about the licence for the Artisan Bakery and the satellite dish for the Electric Picture Palace. With regards to the former, clarification is awaited from WDC, and with regards to the latter the Conservation Officer has advised that National Planning Policy Framework could be used in the Town Council response where Council wish to refuse the application on Planning Policy Framework grounds. Cllr Allen advised that she would check the WDC guidelines for satellite dishes and advise the Planning Committee accordingly.

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

- a) *To receive the written report of the Traffic Working Group meeting held on 5<sup>th</sup> June 2014. No recommendations to consider.*

Cllr Tobin provided details of the report of the 5<sup>th</sup> June and advised Council that the feasibility of a parking review was being looked into and once this had been considered further, the matter would be brought again to Council. Cllr Tobin confirmed that the road closure for the Arts Festival on Saturday 28<sup>th</sup> June would be from 9am – 6pm. Cllr Ladd provided an update in relation to St Edmund's Road, where cars have churned up grass verging. The cost of placing hard standing in this area is in the region of £15,000 whilst the cost of semi-concreting and grid surfacing would be £7,500. SCC Cllr Ladd confirmed that he would be pleased to provide £1,000 to assist with these costs. These costs to be considered further by the Working Group. It was suggested that contributions from local residents should also perhaps be considered.

*b) To receive the written report of the Leisure & Environment Working Group meeting held on 10<sup>th</sup> June 2014. No recommendations to consider.*

Cllr Allen provided the report on behalf of the Working Group. Cllr Allen advised that the seeds above Ladies Walk have grown very patchy but that a further sowing will take place in September/October. The seeds for this have already been obtained. Council acknowledged that the poppies have grown well and look very colourful. Sponsorship has been requested from Canhams and Kier for the signage at Ladies Walk. Cllr Allen confirmed that a request has been made to Norse to cut and tidy the hedging around the town prior to the Arts Festival. Cllr Doy confirmed that the Cadets will be meeting with herself in due course to look at the cleaning of the War Memorial. Cllr Doy advised that there are still dogs on the beach. Discussion took place regarding signage for the beach – new signs have been placed along the prom and it was felt that there was a balance to be struck. With regards to bins on the prom, the Working Group was asked to consider the appropriate style of bins. It was felt that whilst wheelie bins may be appropriate for the prom, it would be more appropriate to have bins similar to those in town for the top of Ladies Walk/North Parade. Several of the bins along the prom were lost in the tidal surge in December 2013 and the Town Council have been advised that it would cost in the region of £7,000 to replace all of the bins in this area. It was felt that extra bins would be required along the prom for the summer months but that Norse should be asked to supply wheelie bins for this purpose. Cllr Tucker offered to walk along the prom and look at the bin provision and provide a report to enable the working group to consider the matter further.

*To receive verbal updating report regarding outside Gym equipment at Klondyke.*

Cllr Windell advised that 4 pieces of adult gym equipment will be placed in the Klondyke this week.

*c) To receive the verbal report of the Harbour Working Group meeting held on 17<sup>th</sup> June 2014.*

Cllr Windell reminded councillors of the Harbour Consultation that expires on 11<sup>th</sup> July and encouraged all councillors to respond and to encourage others to respond also. The results of the Consultation will provide the basis of the report and recommendation that Town Council will need to consider at the joint meeting on 28<sup>th</sup> July.

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

- a) Charter Fair opening – 29<sup>th</sup> May 2014 at noon*
- b) 2<sup>nd</sup> June 2014 – Sailors' Reading Room 5<sup>th</sup> Birthday 150<sup>th</sup> Anniversary*
- c) 5<sup>th</sup> June 2014 – meeting with PC C Sadler*
- d) 8<sup>th</sup> June 2014 – Felixstowe Civic Service*
- e) 9<sup>th</sup> June 2014 – NSPCC*
- f) 10<sup>th</sup> June 2014 – CCTV opening*
- f) 15<sup>th</sup> June 2014 – Captains Day, Southwold Golf Club*
- g) 23<sup>rd</sup> June 2014 – Southwold Art Circle Exhibition*

*Future events:*

- a) 26<sup>th</sup> June 2014 – High Sheriff's party*
- b) 28<sup>th</sup> June – Arts Festival Events*
- c) 5<sup>th</sup> July 2014 – Blyth Valley Radio Anniversary*
- d) 13<sup>th</sup> July 2014 – Methodist Church Anniversary service*

- e) 13<sup>th</sup> July 2014 – Family Fun Day at the Pier
- f) 18<sup>th</sup> July 2014 – Reception at Felixstowe Academy

8. **Correspondence:** to note the items as detailed in the general correspondence file together with;
- a) Letter from Mrs Margaret Chadd regarding the Charter Lunch – noted.
  - b) Suffolk Coast and Estuaries – Community Conference 2014 – noted.
  - c) Trinity Abseil Challenge – noted.
  - d) Lights Out – 4<sup>th</sup> Aug 2014 – Cllr Doy advised that the church will be open from 10pm – 11pm to coincide with the Lights Out.
  - e) RBL Centenary Projects – noted.

9. **To receive reports from the Town Council representatives on other bodies/organisations, of meetings attended including:**

- a) SALC Area Meeting – to receive report. Cllr Doy attended. Cllr provided a verbal report from the meeting. The next SALC Area Meeting will take place on 14<sup>th</sup> September 2014.

*World of Planning – Cllr Flodin attended.* Desi Reed and Julie Hood were present for those wishing to discuss Neighbourhood Plans.

10. **To confirm membership of Committees/Working groups and to confirm Representatives for 2014/15** (proposals for 14/15 attached). Discussion took place as to whether there is a maximum number of councillors that a Working Group should consist of. There is no legal maximum but it was felt that perhaps for the Town Council there should be a general policy of not having more than half the full number of councillors on any one group. Discussion took place about this and about the principle of substitutes for the Committees and Working Groups. The Chairman confirmed that substitutes are used on the District Council Committees and Working Groups to enable meetings to take place and for a quorum to be achieved. The NALC guidelines on substitutes was considered, which states that substitutes receive voting rights if they are asked to replace any member of the Working Group/Committee. It was felt by some that this could be a means of enabling extra councillors to take some part in other Working Groups and Committees of which they are not presently a member. After full discussion it was **RESOLVED (9 for, 1 against), to approve the proposed Committee/Working Group membership as provided to councillors, including the substitutes and for the Accounts, Best Value Working Group to consider the respective Terms of Reference.**

11. **Southwold Neighbourhood Plan** – to receive update. Cllr Windell advised that the next meeting of the Neighbourhood Plan Working Group would be on 8<sup>th</sup> July at 7pm at the Town Hall. All councillors were invited to attend.
12. **Southwold Town Plan** – to receive update. Council noted that the issue of a Parking review came about from a question in the Town Plan.
13. **Financial Matters**
- a) To receive the Accounts for Payment for June 2014 (circulated to members). The Accounts for Payment were noted and approved.

14. **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 Tobin advised councillors that they were all invited to have a look around the Sole Bay Health Centre on Saturday 5<sup>th</sup> July between 10am and midday. Cllr Tobin read out a letter of thanks received from Steve Wright (Citizen of the Year) thanking the Town Council for bestowing this honour on him.

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

Monday 28<sup>th</sup> July 2014 at 7pm at Stella Peskett Millennium Hall – Joint meeting with WDC re Southwold Harbour.

Tuesday 29<sup>th</sup> July 2014 at 7.00pm at the Town Hall.

\_\_\_\_\_ TOWN MAYOR 29<sup>th</sup> July 2014