

Present: Councillors;

Anne Fleming (Chair), Ann Baldwin, Peter Dutton, Rosemary Lewis, Sandra Leverett, Andrew Payne, David Thomas (Vice Chair), Maureen Took, D Wollweber

In Attendance: Nick Rees (Clerk), Polly Grice (Beccles & Bungay), District Councillor Letitia Smith, PC Simon Green, 20 members of the public

Minutes

1. **Apologies:** Cllr I Winton
2. **Declarations of interest:** Non – Pecuniary; Cllr Dutton for 14.2, Cllr Thomas for 14.2, Cllr Widdowson for 3, 12, 14.4 & 15, Cllr Took for 13, Cllr Payne for 14.2, Cllr Baldwin for 13, Cllr Leverett for 11, 13 & 14.2, Cllr Lewis for 14.2 & 14.4, Cllr A Fleming 14.2 & 14.3
3. **Bus Hub:** The Chair introduced Suffolk County Council’s Senior Infrastructure Technician, Simon Barnett and explained that Mr Barnett was at the meeting to answer technical questions on the completed plans for the Angel Link Bus Hub. Mr Barnett explained that the original scheme dated back to 2000. In 2007 the scheme was brought back to Suffolk County Council, since then there had been ongoing discussions and various design changes. Mr Barnett explained that until they had finished the scheme and proven that it would work as intended and that it met all the safety requirements, there had been no point in consulting with the Council or the public. Questions were raised on various aspects and this took over 30 minutes. A summary of the points are noted below:-
 - The plan would handle one service bus at a time with additional capacity for the community buses and coaches in the car park.
 - 45 Car Parking spaces would be lost in the scheme.
 - SCC were satisfied that it had been demonstrated that buses were able to negotiate the mini roundabout and manoeuvring in the car park.
 - The future development on the Dairy Farm site would need to take into account the proposed bus hub scheme when planning its entry and exit points, assuming that the bus hub scheme was built first.
 - If the housing development started first then similarly, the bus hub scheme would need to take the new development into account and therefore the design may need to be amended.
 - It was necessary to demonstrate that it was physically possible for buses to negotiate the scheme travelling from the Angel Hotel direction although in view of the Angel corner this was not likely to happen.
 - SCC were satisfied that the pedestrian safety had been taken in to account and some additional pavement would be built.
 - It was assumed that drivers would be aware of pedestrians. Currently SCC were considering upgrading the existing light heads to dual heads.
 - The size of the buses used in the design were 15m long and 2.7m wide excluding wing mirrors.
 - Mr Barnett did not have accident figures to hand but road safety on Saxon Way was only one of the purposes of the scheme.
 - Mr Barnett advised that the decision to go ahead was still an option for the Council to take, if it was rejected the money would just be re-directed to other towns and other schemes.

Cllr Thomas asked Mr Barnett if It was then proposed by Cllr S Leverett and RESOLVED (with one against and one abstention) that ‘as there are material and substantial changes to the

town plan design with significant loss of car parking that this current plan goes out to public consultation prior to any decision being made'. Mr Barnet confirmed that SCC would wait to hear the outcome of the public consultation before starting any work (now planned for December/January) but hoped that it could be decided as early as possible. The Chair thanked Mr Barnet for coming to the meeting.

4. **Minutes:** The minutes of the monthly meeting of the Council held on 5th October, 2015 were accepted as a true record.
5. **Chair's Report:** To receive a monthly report from the Chair of the Council: the Chair reported on the East Suffolk Transport Association meeting on the 10th October and that there would be also be a 50th anniversary meeting to be held at Saxmundham on the 13th November. On the 15th October the Chair had met with a group representing Skateboarders and had listened to their concerns over safety and maintenance of the Skate Park. The Chair also met with them on site to view the problem areas. There will be a meeting with Waveney Norse soon to address these concerns. The Council had received two training nights with Suffolk Association of Local Council which had proved to be very informative.
6. **Police Report:** PC Simon Green read out the Police Report and explained that the figures were artificially low because of the implementation of a new auditing system and some crimes may not have been officially recorded at the time of the report.
2 crimes of Theft from shop. Both times large volumes of Sprits were stolen by a gang identified as not being local. A third attempt was foiled by staff and although they gave chase, lost sight of the offenders. There has not been a repeat incident as of yet.
1 Assault within a public place. A young woman has been assaulted by a male who she knows following an altercation within a Licenced premises within the town.
PC Simon Green was pleased to report that there will be a new officer starting in Halesworth in December, PC Richard Warne. The full Police report is attached to these minutes.
Cllr Davis Thomas asked PC Green to thank PCSO Edd Vincent for the very interesting observations on the traffic issues in the Thoroughfare. This report would be taken to the next Town Development Committee meeting.
7. **Public Session:** Members of the public raised questions to the District Councillor, Letita Smith as to why she had not informed the Town Council of the WDC's proposal to remove the 1hr free parking as the Town Council only learned about the proposal on the 14th October.
 - It had come to light that this proposal had already been discussed at a WDC Overview and Scrutiny committee meeting on the 6th August. Cllr Smith explained that the car parking matter was deemed to be confidential until it goes out to public consultation.
 - The 1hr free parking had been regularly reviewed since it was introduced three years ago. When Cllr Smith attended the meeting in September she did not have information that could be shared with the Council.
 - Cllr Smith understood that Bungay Town Council were working on ideas to overcome the problem and she had hoped to find out at this meeting, what Halesworth's proposals might be.
 - Cllr Smith claimed that she had not had any feedback from Halesworth but this was met with some scepticism as fellow District Cllr Tony Goldson had attended the meeting at the Rifle Hall.
 - Mr Doug Gray reported that he had obtained figures on the Halesworth car parks which showed that the income has always exceeded the expenditure (figures attached to these minutes).
 - The Chair, Anne Fleming reported that she had spoken to the Mayor of Bungay Town Council and had also consulted with various businesses in the town and there were some creative ideas to explore. However, the fact that the deadline to respond to WDC was the 9th November meant there was very little time to react.
 - Mr E Leverett had asked for information from Mr Arthur Chavonia of WDC and was awaiting for a reply. Cllr Smith asked for a copy of the email and would chase it up.
 - Cllr Thomas asked why there had been a delay in informing the Council as prior to WDC's meeting of the 6th August there had also been a Cabinet meeting on the 24th June which discussed this proposal. Mrs Dutton found it unbelievable that the

District Councillors would not inform the Town Council of matters that affected the town.

- Cllr Leverett asked that, as it was clear that 100% of those asked, wanted to keep the 1hr free parking, could the Council have assurance that both District Councillors would vote against the proposal.
- Cllr Smith said it was difficult to juggle the commitments at WDC and to attend the monthly meetings and wondered if she could meet up with the council on other days. The Clerk would forward all meeting dates to Cllr Smith.
- Cllr Thomas asked Cllr Smith to email the Clerk immediately on urgent matters that the Town Council should consider and not wait to attend a meeting.
- Mr Rob Roy (Chair of Halesworth Business Connections) advised Cllr Smith that HBC members were 100% against the proposal and asked for a proper business case to be put forward by the District Councillors to support this proposal. He said that it was not acceptable to hear from the District Councillors that they were not aware of the feelings of the business community and residents.
- Mr E Leverett asked for a written report to be sent to the Council whether the district Councillors were attending or not.
- Sue Allenby was waiting for the elected representatives to properly represent the town.
- Tamsyn Imison reminded Cllr Smith about the extensive survey on the parking conducted in 2013 which was overwhelmingly in favour of retaining the 1hr free parking.

The Chair reported that there were currently two petitions in circulation, one for residents and visitors to the town and one for the businesses. These would be taken to WDC by the 9th November.

8. **Proposal Slips:** It was proposed and RESLOVED that proposals slips should be used to ensure accurate recording of proposals and resolutions.
9. **Representatives on Outside Bodies:** To review and add new Councillors to Outside bodies. The Council received and noted the updated list (attached). A letter had been received from Halesworth & Blyth Valley Partnership to confirm that the Council representatives would remain as Cllr D Thomas and Cllr A Payne until May 2016. It was confirmed by the Chair of HBC, Mr Rob Roy that HBC would prefer not to have a Council representative but that they would engage the council on any matters of mutual interest. It was noted that there were already Councillors that were members of HBC. Cllr D Wollweber expressed an interest in being involved with other groups such as Tourism but needed to know more information. It was noted that some of the existing Councillors were spread over many outside bodies and committees and it was quite common for meeting dates to clash. There were no further changes to the list at this meeting.
10. **Planning Committee:** The Chair of the Planning Committee, Cllr P Dutton reported on the meeting held on the 26th October, 2015. The following applications were approved; DC/15/3221/OUT| Outline Application - Construction of 10 No. dwellings, land Rear of 34-48 Old Station Road, DC/15/4116/TCA Fell 2 x Sycamores right side on entrance to the Sycamores Bridge Street, DC/15/4081/COU Change of use from Betting Shop to Sandwich Bar, 65B Thoroughfare, IP19 8AR. The application DC/15/3739 Rear extension and internal alterations, Units 9 & 10 Halesworth Business Centre, IP19 8QJ had already been passed by WDC. The minutes of the meeting would be available once approved.
11. **Town Development Committee:** Cllr D Thomas provided reports on the meetings held on the 14th September and the 11th October (attached). The Chair asked Cllr Thomas to include the following items on the next agenda; Skateboard Park, Fair Trade town and the future of the London Rd building following news that the WDC cash desk would be closed at the end of March 2016. The Chair had contacted Cllr Goldson for clarification and understood that the future of the building would be going to a WDC Cabinet Meeting on Wednesday the 4th November.
12. **Rifle Hall Meeting 26th October:** To review the meeting held at the Rifle Hall on WDC proposals to remove the 1hr free parking. A report of the meeting is attached to the minutes.

Mr Rob Roy called for representation to be made to WDC to request that the car parks are returned to the Town Council. Cllr Peter Dutton drew attention to the recent article in the Beccles & Bungay Journal but explained to the Council that the case for Halesworth was unique as it relied on car parks to allow visitors and residents of the outer lying villages to come to the town to shop and go about their normal business. It was proposed and RESOLVED that a letter be sent to the Beccles & Bungay Journal thanking them for the article but that Halesworth only has car parks and is reliant on shoppers for the survival of businesses in Halesworth.

13. **GAPPA:** The Chair, Jane Kircher reported that the total raised so far was £35,020. It was hoped that the voting on the Foundation – One Family online grant process would secure another £5,000 but currently the second place position was closing fast and urged that everyone who had not voted, should please vote as it was finishing on the 3rd November.
14. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors. 1) **Health**, Cllr Thomas presented a report (attached), The Chair advised everyone that on the six o'clock news it had been announced that the Patrick Stead Hospital would close in 2018 but after the new health care facilities were in place. The concerns were that staff would be looking for jobs elsewhere and it was possible that this may mean it would be closed earlier than anticipated. Mr Malcom Ballantine advised the Council he understood that the CCG intended to consult with local doctors to develop a new model of care and that this indicated that this may be more favourable than how it was reported on the six o'clock news. 2) **HPFA**, Cllr Dutton reported the 'Heads of Sale' offer had been received, this was a very long document and was heavily weighted in the purchaser's favour and this would now need to be negotiated to make it more balanced. The HPFA will also then need to convince the Charities Commission that it was a good deal to enable the land to be sold. Negotiations were ongoing and all the clubs are keen to move as soon as possible. 3) **Twinning** – It was agreed to invite Jo Beck to present a report at the Town Development Committee meeting, 4) **Halesworth Unappropriated Estates;** Cllr Rosemary Lewis reported on the meeting on the 28th November where she became a trustee and learnt more about the activities of the group. Cllr Lewis discovered that the trustees administered the Old Alms Houses and other properties and land in Halesworth. The trustees were currently setting aside £10,000 per year for roof repairs. Cllr Lewis would provide the Council with a financial report once she had received it.
15. **District & County Reports:** To receive any reports from the District & County Councillors. Cllr Tony Goldson was not present at the meeting. Cllr Letitia Smith gave some answers to questions raised at the meeting in September. 1) Bus Hub, Cllr Smith reported that this was a SCC matter. Mr E Levrett asked whether WDC were happy to lose 45 car park spaces in view of WDC's financial situation. Cllr Smith reported that she had spoken to the Portfolio holder who was not aware of the Bus Hub scheme. 2) Green Bins: Cllr Smith advised that there would be a £42 annual charge for collecting and emptying the green bins and this would be an opt in scheme. 3) Bus Subsidies, Cllr Smith said that she understood this was a Suffolk County Council matter. The Chair confirmed that it was the Community Transport that was being looked at and further information was expected from the East Suffolk Transport Association (ESTA) and SCC.

It was proposed and agreed to extend the meeting to 9.15pm

16. **Financial Matters:** The report of the Finance & Personnel Committee meeting held on the 19th October, 2015 was accepted as a true record.
17. **Meeting dates for 2016:** The Council received and noted the Council, Committee and Parish meeting dates.
18. **Civic Dinner:** The Chair reported that the Civic dinner held on the 24th October had been a great success and approximately £1400 had been raised for the two charities. The final figure would be published as soon as possible. The Chair thanked Cllr Ann Baldwin and the Clerk for their assistance and valuable lessons were learned for future events.

19. **Remembrance Sunday:** The Chair reminded Councillors to meet in the Thoroughfare by 2.30 pm for the parade to St Mary's Church on the 8th November.

20. **Correspondence:**

- a) Mr Wally Jones, Notice Board and Hedge cutting in Old Station Road. The Chair acknowledge the letter from Mr Wally Jones and had now arranged to meet with Mr Jones on the 9th November to discuss these matters and the recent concerns he had over road safety at the Edgar Sewter School.

21. **Accounts for Payment:** The following accounts were approved for payment.

3727.	Edgar Sewter School (3 x Public Meetings)	156.00
3728.	Waveney DC Small Lotteries Licence	20.00
3729.	Rifle Hall meeting	20.00
3730.	EDF Market Place N01 electricity	42.65
3731.	SALC Bespoke training	420.00 + vat
3732.	Sharprint, service charges May- Oct	175.17 + vat
3733.	Cllr Anne Fleming (Civic Dinner costs, expenses & Chair's Allowance) (As attached Sheet)	2378.25

DD/Standing Orders

3734.	EDF Market Place N02 electricity	30.00
3735.	EDF Market Place N03 electricity	25.00
3736.	Salaries	1626.15

Bank & Cash Balances at 30th October, 2015

Current 728	£87,625.85
Community A/c	£5,266.78
Business Reserves 017	£92,185.14

The meeting closed at 9.10pm