



Present: Councillors;

Anne Fleming (Chair), Ann Baldwin, Peter Dutton, Rosemary Lewis, Andrew Payne, David Thomas, Maureen Took, Jackie Wagner, Paul Widdowson

In Attendance: N J Rees (Clerk), T Goldson, 21 members of the public

Minutes

1. **Apologies:** District Cllr Letitia Smith
2. **Register of Interests:** It was confirmed that all Councillor had completed their register of interests and that this item would now be removed from future agendas.
3. **Declarations of interest:** The following Non Pecuniary interests were declared; Cllr A Fleming for 15b, Cllr D Thomas for 15b and 12k(i), Cllr A Baldwin for 13 & 15b, Cllr A Payne for 12j & 12k(i), Cllr P Widdowson for 9 & 10
4. **Minutes:** RESOLVED that the minutes of the meeting of the Council held on June 1st, 2015 were accepted as a true record
5. **Chair's Report:** The Chair reported on several events; The meeting at the Day Centre on the future of the Patrick Stead on the 11th June where over 100 people attended, the following public meeting on Friday 19th at the Rifle Hall where more than 300 people attended and the Public meeting at the Edgar Sewter on the 23rd June that 145 people attended. The Chair read out an extract from a letter from Mr Andy Evans of the CCG which in summary stated that the CCG is keen to support the implementation of the Halesworth Health plan by keeping more people at home using out of Hospital team approach and beds with care at the new Castle Meadow Nursing/Care Home and an undertaking not to close the Patrick Stead until there are replacement beds and care available in the new facilities. The Chair reminded everyone that they had until the 2nd September to fill in the Consultation document. The Chair reported that she had met with the Guide Commissioner on the 8th June, the guide hut that had been burnt down will not be replaced as there had been a fall in the membership and subsequently the land will be sold. The revenue will be reinvested in Guide activities in the County. On the 12th June the Chair joined Therese Coffey MP and County Cllr Tony Goldson in the official opening of the new ticket machine on Halesworth Station platform. On June the 14th the Chair attended the Southwold Civic Service which was a very successful event attended by many Chairmen and Mayors of the surrounding Parishes and Towns. On the 24th June the Chair attended the Halesworth Division Parish meeting at Wangford and on the 25th attended the Twinning's Dinner at the Stables accompanied by Cllr Lewis. There were representatives from Eitorf and the Chair was presented with a plate engraved with the Eitorf coat of arms. There will be further events at Eitorf and Bouchain throughout the year and the Chair will invite Cllrs to represent Halesworth when the dates were known. On the 30th June, the Chair and Cllrs; Lewis, Dutton and District Cllr Goldson attended the presentation at the Cut for the Community Hub project and the Malting Heritage Trail both of which would add to the facilities for residents and visitors to the Town. On the 1st July the Chair and Cllr Dutton attended the Safer Neighbourhood Team meeting at the Library and speeding in Quay Street and Holton Rd were one of the priorities discussed. On the 5th July it rained on the scheduled Litter Pick but despite this set back there were several bags collected. The Chair acknowledged that the Town was being very well serviced by the team at Waveney Norse. Lastly the advertisement for co- opting three Councillor had been advertised in the Halesworth edition of the Community News and was on the Notice Board and Website.

6. **Police Report:**

- a) There was not a monthly report available and no officers were present at the meeting. However, Mr Alistair Macfarlane reported that there had been two suspects arrested and a third suspect due to be arrested for the appalling graffiti damage in the town and that this was now a matter for the courts.
- b) Mr Alistair Macfarlane attended the Police Commissioners public meeting at the Rifle Hall on the 1ST June and read out the list of questions (previously circulated) presented to the Commissioner and the answers that had been received.

7. **Public Session:** [15 minutes on agenda items] A query was raised as to whether the questions in the CCG Consultation document were now correct. The Chair agreed that it appeared to be misleading but advised that the member of public attends the meeting on Tuesday the 7th as she was unable to be more specific. Mrs Tamsyn Imison raised concerns over the threat to public health for local residents living and working close to the proposed new Mobile Phone mast in the Station Yard (item 15c). Cllr Dutton explained that he was making efforts to find out exactly what the Amber health warning meant exactly but that he understood that it was for those who were protesting to prove it was a health risk. This was very surprising and seemed to be the wrong way round. Cllr Dutton admitted that he was no expert but his research had revealed that prolonged exposure may be dangerous and the new mast was more powerful than the existing mast and furthermore added additional frequencies. It was suggested that this should be deferred to the Planning Committee meeting on the 13th when hopefully more information will be available. Jill Mcfarlane asked whether the Millennium Green Trust could introduce more wild flowers specifically for encouraging and supporting bees. Mrs Tamsyn Imison advised the Council that there was a trip planned to look at how Hunstanton had introduced wild flowers for about mile on the approach to the town. It was hoped that this could be repeated in Halesworth and that this would also reduce the amount of grass cutting required from Waveney Norse. Mr Leverett thanked everyone who attended the Litter pick on the 5th July. Mr Malcom Smith wanted to draw attention to an error in the Blyth Valley Experience leaflet that the 520 bus was no longer running but that the 88a bus had taken over and the footpath around the North side of the Blyth was closed.

8. **Committees:** To receive and approve of the 'Terms of Reference' for the following Committees and to confirm the dates of the first meetings (Provisionally 13th July, 2015)

- a) **Planning:** RESOLVED it was proposed and agreed that the Terms of Reference be accepted.
- b) **Town Development:** RESOLVED it was proposed and agreed that the Terms of Reference be accepted.

9. **Council Representatives on Outside Bodies:** To appoint the Council representatives on the remaining outside bodies: Cllr Took asked whether the Finance Committee should include the whole Council. The Clerk confirmed that this was how the Planning Committee had operated previously but it was up to the Council to decide. Cllr Thomas suggested that the whole idea of the Committees with delegated powers was to streamline the Council so it operated more efficiently. The Chair, as a compromise, asked if there were any other Cllrs that wished to be on the Finance Committee, Cllr Wagner then asked to join.

RESOLVED that the following Cllrs and Members of the public were appointed to the following Outside Bodies and Committees in addition (where applicable) to the existing members agreed in May:-

Finance: Cllr Baldwin & Cllr Wagner; SNT: Mr Macfarlane; Day Centre: Cllr Wagner; ESTA: Mr Malcolm Smith & Cllr Lewis; SALC: Cllr Payne & Cllr Thomas; Station Users: Cllr Payne; Halesworth Health: Cllr Wagner & Cllr Thomas; Twinning: Cllr Fleming & Cllr Lewis.

It was noted that representation to the following groups were yet to be resolved; Halesworth Business Connections, Campus and Halesworth & Blyth Valley Partnership.

10. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors. The reports were noted and accepted. The Clerk explained that there was a grant application in from the Halesworth Heritage Open

Days Committee which would be considered at the Finance Committee in July but as the Council had attended the presentation at the Cut and also, as there was a request to use the HTC logo, would the Council consider giving its support in principle at this meeting.
RESOLVED that the Council supported the project and agreed that the logo could be used.

11. **District & County Reports:** There were no reports

12. **Financial Matters:**

- a) **Members:** This was dealt with under item 9.
- b) **Report:** RESOLVED that the report of the Finance Committee meeting held on the 15th June, 2015 was accepted as a true record.
- c) **Financial Regulations:** RESOLVED that the Finance Committee be given delegated authority to authorise payments in accordance with the 'Terms of Reference' and that the Financial Regulations be amended to reflect such authority and further that all Finance Committee agendas be circulated to all the town Councillors. [For clarity the Terms of Reference stated that the Finance Committee be given delegated powers to authorise invoices up to £2,000, donations up to £2,000 and grants up to £5,000]
- d) **Terms of Reference:** RESOLVED it was agreed as recommended by the Finance Committee and the Employment Committee be amalgamated to form a new Committee called the Finance and Personnel Committee and its terms of reference be agreed along the proposals previously circulated
- e) **Twinning:** RESOLVED it was agreed as recommended by the Finance Committee that the costs for the gifts taken by Halesworth & District Twinning Society of a key representing freedom of the town of Halesworth to Eitorf, cost £92 and Adnams drink to Bouchain, cost of £60 (purchased by Dr Bill Pagan) be approved for payment.
- f) **Pedestrian Signs:** RESOLVED it was agreed as recommended by the Finance Committee that Cllr Thomas contacts Mr Mark Kerridge of Suffolk County Council to authorise him to proceed with the work for Pedestrian signs at the estimated sum of £229.73.
- g) **Donations:** To consider the recommendation of the Finance Committee that the donation for Waveney Valley Food Festival be referred to Halesworth & Blyth Valley Partnership. At this point the Chair explained that the Council wished to focus its support on local charities and that the requests below were National organisations.
 - i) RESOLVED it was agreed as recommended by the Finance Committee that the donation to Suffolk Area Cruse Bereavement be declined.
 - ii) RESOLVED it was agreed as recommended by the Finance Committee that the donation for NSPCC be declined
 - iii) RESOLVED it was agreed as recommended by the Finance Committee that the donation for Firefighters Charity be declined but to note that as there was an active Fire Station in Halesworth the Clerk could write to see if they needed help on a local level.
 - iv) RESOLVED it was agreed as recommended by the Finance Committee that the Finance Committee determine the criteria against which all requests for donations will be considered.'
- h) **Local Government Award Scheme:** RESOLVED it was agreed as recommended by the the Finance Committee that the Council pays the sum of £75 and registers for the Local Government Foundation Award Scheme
- i) **Bank Signatories:** This item had previously been agreed and is included for information only that bank signatories would be added and removed as previously agreed.
- j) **Festive Lights:** RESOLVED it was agreed as recommended by the Finance Committee that the Council replaces the original festive lights at the estimated cost of £3,800 ex VAT
- k) **Grants:** To consider the following Grant Applications:
 - i) Halesworth Event Management for Festive Motifs: RESOLVED it was agreed to approve the grant application for £3,000 to cover the cost of additional (refurbished) Festive Motiffs as they were currently being offered at a much reduced rate.
 - ii) Halesworth Arts Festival: RESOLVED it was agreed to approve the grant application for £350.
 - iii) Halesworth Volunteer Centre on behalf of Men's Sheds: RESOLVED it was agreed to defer this application to the Finance Committee meeting on the 20th July as there had not been time to fully absorb the information provided.

- iv) Millennium Green: RESOLVED it was agreed to the release of the funds held by the Council which amounted to £3,609.50
- v) **Chairman's Charities:** The Chair confirmed that the two chosen local charities were; **Halesworth Dementia Carers Fund** and the **North Suffolk Association for the Elderly** the Chair explained that support for these Charities would not be coming out of the Precept but would be found through fund raising activities.
13. **G.A.P.P.A:** Play partnership working group: The minutes of the last meeting were received and accepted.
To consider the recommended plans: Cllr Thomas confirmed his support for the group which was providing a very important service to the Town and to make clear that it was part of the Town Council and properly regulated. The group would effectively become a subcommittee of the Town Development Committee and it was agreed that the plans would be reviewed at the next TDC meeting on the 13th July. The meeting was opened: The Chair of GAPPA, Jane Kircher confirmed that there would be a presentation of plans and equipment at the Edgar Sewter School hopefully before the end of July.
14. **Halesworth in Bloom:** To review the preparations for the Anglia in Bloom judging on the 17th July and feedback on the litter pick which had been arranged for the 5th July. The Chair appreciated the huge amount of paperwork involved, let alone the physical hard work by HIB in the preparation for the competition judging on the 17th July. The meeting was opened: Tamsyn Imison thanked the Council for its support and explained that this was the third year of entering the competition and it was hoped to achieve another Gold. A letter of thanks from the Council to Mrs Adrian Smiley who had produced all the wonderful pennants would be appreciated. The amount of work that the group had voluntarily committed to the Town would in the equivalent of Waveney Norse's hourly rates to be in the region of £49,000. Tamsyn Imison explained that the whole Town Centre was being put forward as a Community Project due to the amazing displays outside many of the local shops and businesses.
15. **Planning:** To consider the following planning Applications:-
- DC/15/1728/FUL 23 Rectory Street – Cartlodge with Solar Panels: RESOLVED that the application is recommended for approval.
 - DC/15/2165/FUL The Chestnuts, 6 Benton Way – 2 storey extension: RESOLVED that the application is recommended for approval.
 - DC/15/2164/FUL Station Yard, Replacement mobile phone mast: RESOLVED that the application is recommended to be deferred to the Planning Committee meeting on the 13th July and further information is provided by WDC planning Department to answer the questions, as outlined by Cllr Dutton, what is the power output of three antenna? What is the safe distance, is it still 100m? What is the implication of the Amber rating?
16. **Public Meeting:** To review the public meeting held on the 23rd June 2015 at Edgar Sewter School and to receive any updates. The chair reported on the meeting and read out an extract from the draft minutes which is available on the Halesworth Town Council's website.
17. **Correspondence:**
- Residents of Cherry Close petition for BT phone connection: It was agreed that this was not something that the Council could normally influence directly. However the Clerk had contacted the MD of Wellington Construction and he had promised to try and help push BT to get the work completed. The Chair suggested that if this did not resolve matters perhaps the Clerk could contact BT directly on behalf of the residents.
18. **Accounts for Payment:** To approve the accounts for payment. RESOLVED that the following accounts for payment was approved.
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| 3677. | Community News – Advert Co-Opt Cllrs - Website | 20.00 + vat |
| 3678. | Community News – Advert for Co-opt Cllrs – Paper | 85.50 + vat |
| 3679. | Waveney Norse - Dog Bins (Harrison's Lane & Chichester Rd) | 706.98 + vat |
| 3680. | Viking Hi Viz, Storage Boxes & Paper | 201.46 + vat |
| 3681. | Mr W Pagan – Adnams Gift – Twinning | 60.00 |
| 3682. | Edgar Sewter – Public Meeting hire of hall | 52.00 |

<u>3683.</u>	WDC Election Costs	187.42
<u>3684.</u>	Day Centre – Meetings 7 x £12	84.00
<u>3685.</u>	HMRC PAYE Liabilities (Apr-Jun)	1779.99
<u>3686.</u>	Petty Cash	100.00
<u>3687.</u>	SALC Clerks Network Day	18.00
<u>3688.</u>	N.J.Rees Training Day to Claydon: Mileage 63.2miles @ .45/mile	28.44

DD/Standing Orders

<u>3689.</u>	Salaries	1626.15
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Bank & Cash Balances as at 1st July, 2015

Current 728	£64,719.65
Comm A/c	£5,266.12
Bus Res 017	£92,173.65

The meeting was closed at 8.35pm and the Chair reminded everyone that the next monthly Council was not until September and wished everyone a good summer.