

Present: Councillors;

Tony Allen, Peter Dutton (Chair), Anne Fleming, Keith Forster, Keith Greenberg, Rosemary Lewis, Karen Prime, Jill Reece, Maureen Took, Paul Widdowson, David Wollweber (Vice Chair).

In Attendance: Nick Rees (Clerk), Cllr Tony Goldson (WDC & SCC), Louise Thomas (WDC), 3 members of the public.

Minutes

The Chair welcomed everyone to the meeting and wished them all a Happy New Year.

1. **Apologies:** Cllr D Thomas
2. **Declarations of interest:** Non-pecuniary interests; Cllr Prime for 15, Cllr Widdowson for 10, requests for dispensation for voting on the precept were accepted from Cllrs; Fleming, Lewis, Reece, Took, Widdowson and Wollweber.
3. **Minutes:** The minutes of the monthly meeting held on the 3rd December, 2018 were accepted as a true record with the amendment under item 17 that the group met with Dikon Povey not Desi Reed.
4. **Matters arising from the Minutes:**
 - a) The Chair asked if the rebate for the Lloyds Bank Mobile using the free parking spaces had been received. The Clerk confirmed that he had disputed the figure but was waiting for a response. District Councillor Tony Goldson would chase it up.
 - b) The Chair asked if there had been a response from EDF about the lack of a consultation event in Halesworth. The Clerk confirmed that EDF had stated that the consultation events were not specific to the towns they were being held in and residents could travel to Darsham (the nearest) instead. This response was not considered to be helpful as it was likely that Halesworth would see significant HGV traffic over the ten year construction period. It was not known at this stage what quarries would be used but Flixton was a distinct possibility and if so Halesworth would be affected.
5. **Chair's Report:** The Chair reported on the inaugural meeting of the Highways Working Group and was pleased to report that Denise Mortimer, Community Liaison Engineer attended the meeting and would continue to provide support when required. This was a welcome improvement for the Council as previously there had been very little direct contact. The group would initially be concentrating on getting the weight restrictions, town centre and Hospital signs updated.
The Chair also reported on the recent meeting with District Cllr Tony Goldson to look at alternative ideas to reduce the burden of the increasing free parking costs. Next year's figure would be £34k and this was simply too much for the Town Council, residents, businesses and local parishes to afford. There were now a couple of alternative proposals that could reduce this figure and Cllr Goldson would be meeting with WDC in the next few days to put forward these ideas.

6. **Police Report:** There was no Police report this month.
7. **Public Session:** [15 minutes on agenda items] No questions received.
8. **Committees, Working Groups & Reps on outside bodies:** The following amendments were agreed
 - a) Cllr Jill Reece offered to become the Council representative for Halesworth Area Community Transport and for Halesworth Dementia Carers Fund. The Clerk would contact the relevant groups.
 - b) Cllr Jill Reece joined the Communications Committee
 - c) Cllr Jill Reece offered to join the Neighbourhood Plan Steering Group. However Cllr Greenberg explained that this would need to be discussed with the group because it had been agreed previously that this particular group should ideally not include more than two councillors. Cllr Reece would attend the next meeting as an observer.
9. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors: The Council received the Rifle Hall minutes from August 2017. It was noted that there were some inaccuracies with regard to the proposed community building, in particular a reference to there not appearing to be a Sprung Floor in the plans. As the Chair explained there were currently no plans for the building and the specification would be need to be adapted to suit the users of the building. However this was a long way off as yet. Tony Goldson in his capacity as Chair of the Rifle Hall Trust, requested a meeting with HTC, the Chair agreed and arrangements would be made in due course.

Cllr Allen requested an update on H&BVP application to register the Patrick Stead as an Asset of Community Value. Cllr Fleming advised the Council that this would be discussed at the next meeting on January 16th and a report would be available for the next monthly meeting.
10. **District & County Reports:** Cllr Goldson imparted the very sad news that the Library manager, Alison Hopkins had passed away following a short illness. It was agreed the Clerk would send a letter of condolence.

Cllr Goldson reported that at his next Parishes meeting he would be providing more information on the latest Sizewell C consultation. There were concerns that the Flixton gravel pits may be used in the construction stage which would mean increased HGV traffic through the town.
11. **Communications Committee:**
 - a) The Council received and noted the minutes of the meeting held on the 17th December, 2018
 - b) Town Park Flag. The Clerk confirmed that the cost would be £141.00. It was **RESOLVED** that the Council chose the light blue flag option with the two Twinning towns and their respective crests.
 - c) Street Names for the new development off Hill Farm Road. The Committee recommended that the three street names were, Priscilla Buxton, William Carey and Patrick Stead who were all Halesworth benefactors. Due to the possible confusion with the Hospital the Council agreed to only use the surnames and it was **RESOLVED** that the three names put forward were; Buxton, Carey & Stead with the choice of Road, Street, Lane, etc. to be decided by the developer.
12. **Community Centre Working Group:** The Chair reported on a recent preliminary pro bono meeting with an Architect that he had met previously at a community building conference. The Council would be meeting with Badger Homes on Monday but at this stage there was no indication of what Badger Homes' intentions were for the Dairy Farm site.

13. **Community Infrastructure Working Group:** Cllr Greenberg was pleased to report that the invoices were now being received for previously agreed s106/s111 work and this would enable the Council to reclaim the monies in the correct manner.
14. **CCTV Working Group:** Cllr Prime confirmed that there had not been a meeting in December, the next meeting would be on Wednesday 9th January to consider all the quotations. Cllr Allen asked the committee to consider reports on the effectiveness of CCTV.
15. **Free Parking:** To review the meeting with Cllr Goldson on the 4th January and to receive any further information. Cllr Goldson would be meeting WDC to discuss two alternative ideas put forward by the Town Council, one option originally put forward being free parking in some or all of the other car parks instead of the Thoroughfare car park and another option involved changing the parking tariffs to generate more income to WDC in order to reduce the cost to HTC.
16. **Financial Matters:**
 - a) **Report:** The Council received and noted the report on the Finance and Personnel meeting held on the 19th November, 2018
 - b) **Budget:** To receive and approve the budget for 2019/2020. It was **RESOLVED** that the Council approved the budget of £115,000 subject to the conditions as described under item c) and that a free parking line would be added to the budget either in place of or in addition to the 'Community Facilities/divestment of WDC services' line.
 - c) **Precept:** To consider the recommendation of the Finance & Personnel Committee for setting the precept for 2019/2020. After considerable debate the Council **RESOLVED** that the Clerk would contact WDC to request an extension of time to allow the final decision to be made at the next monthly meeting on the 4th February 2019. This was to allow sufficient time for Cllr Goldson to hopefully negotiate a figure for the free parking. The Council would then be able to determine if the Precept needed to be adjusted. It was further **RESOLVED** that if this was not possible the Council would confirm a Precept figure of £115,000.
17. **General Power of Competence) (Prescribed Conditions) Order 2012. To confirm the following:**
 - a) It was confirmed that the number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, was equal to or greater than two-thirds of the total number of members of the council
 - b) It was confirmed that the clerk had achieved the Certificate in Local Council Administration.
 - c) It was then **RESOLVED** that the Council adopted the General Power of Competence (Prescribed Conditions) Order 2012 and this would come into force on the day after the day on which it is made (8th January, 2019).
18. **Planning Committee:** Cllr Greenberg confirmed that there would be an 'extraordinary' meeting on the 14th January at 6.30pm in the Day Centre to consider the proposed housing development at Town Farm. This meeting had been advertised on the noticeboard, website and Facebook.
19. **Neighbourhood Plan Steering Group:** Cllr Greenberg reported that the questionnaires were available in various locations around the town and he wished to thank the Assistant Clerk for her time in filling the dispensers and collecting the leaflets. There was also an online version via the Council's website. Cllr Greenberg also confirmed that payment of £1,000 had been received from WDC as a contribution towards costs associated with the Neighbourhood Plan.

20. **Open Spaces:** To approve the Open Space questionnaire. It was **RESOLVED** that the principle of the questionnaire drafted by the Chair was approved but the Communications Committee would be given responsibility for finalising and distributing the document.
21. **Maintenance:** There no maintenance issues
22. **Correspondence:** The Clerk reported that there have been some correspondence regarding trees in the town; a theft of cherry trees newly planted in Bedingfield Crescent and the arrival of several newly planted trees in various locations around the town. It was believed that the tree planting had been conducted by Halesworth in Bloom and the Clerk would contact all the relevant parties to seek approval (or otherwise) for the trees already planted and any further proposed planting in the town.
23. **Items for the Website/Noticeboard/Newsletters/Library.** A further notification was requested for the N Plan questionnaire and to confirm the deadline was the 19th January. The Precept would also be announced once the figure had been agreed.
24. **Accounts for Payment:** The following accounts for payment were approved.

4175.	HMRC Payroll Liabilities (LGA1972 s112)	2138.83
4176.	P Welby Land Registry enquiry, Saxon Way (Petty Cash)	3.00
4177.	K Firman – Repairs to Town Park Tiled Pillar (Open Spaces Act 1906 ss9&10)	97.82
4178.	Vandijk Accountants – Payroll services (LGA1972 s112)	60.00 + vat

DD/Standing Orders:

4179.	Barclays Bank charges (LGA1972 s111)	14.65
4180.	Salaries - (LGA1972 s112)	2,382.35
4181.	Nest – Pension - (LGA1972 s112)	130.96

Bank & Cash Balances at 2nd January 2019

Current 728	£146,482.22
Community A/c	£5,281.52
Business Reserves 017	£92,442.93
Petty Cash	£185.40

25. **Staff Matters:** There were no staff matters to consider.

The meeting was closed at 8.50pm