



Minutes

Present: Councillors;

A Baldwin, P Dutton, A Payne, D Thomas (Chair), M Took, I Winton, D Wollweber

In Attendance: N Rees (Town Clerk)

1. **Apologies:** Cllr A Fleming, Cllr R Lewis, Cllr S Leverett
2. **Declarations of interest:** Cllr Thomas for 6, 7, 8 & 11, Cllr Wollweber for 7 & 11, Cllr Dutton 6 & 7, Cllr Payne for 6, Cllr Winton for 8, 10 & 11, Cllr Baldwin for 4, 6 & 10 and Cllr Took for 4 & 10
3. **Minutes:** The minutes of the meeting held on the 9th November 2015 were accepted as a true record.

Cllr Dutton asked for an update on some matters from the previous minutes; the Clerk had requested another VAS sign but was waiting to hear whether the brackets were compatible with the existing VAS signs. The Council had now received the list of small works (Variation Pilot) but it had not discussed the financial implications at this stage. The Chair would be discussing the byelaws with Mr Macfarlane shortly.

4. **G.A.P.P.A:** Play partnership working group: The Clerk reported that the group had now exceeded the target figure and were now planning on work commencing the 11th April and an open day for the 30th May. Also at the last meeting it was noted that there may be a requirement, for the Developer of the proposed site in Old Station Road, to provide Gym Equipment. If this was the case it may be beneficial to see if this equipment could be located in the Park or a more central position. Cllr Dutton and Cllr Wollweber were due to meet with WDC Planners and the Developer on the 5th January and they would attempt to find out more. It was also noted that GAPP were considering benches and picnic tables in and around the play area in the Park. It was agreed that this should be considered with the Clerk's inventory of benches which catalogued the condition and usage of the various town benches. It was possible that some benches could be relocated.
5. **Communication:** To consider any recommendations and to review any updates for a media screen in the Library. The Clerk confirmed that he had investigated the options on the media screen and it was possible to have a single display which scrolled periodically, rather than having a split screen. The Committee approved of this idea in principle and it was **RESOLVED** that Cllr Wollweber and the Clerk would develop the idea of this media screen in the Library on a lease basis and bring the exact costings back to the Finance Committee.
6. **Campus & HPFA:** To consider any updates. Cllr Lewis had attended the last Campus meeting and had provided a report to the Full Council but currently on leave.

The Chair explained that the process was now moving quicker. There was now an agreement in place to form a new body, to be known as the Halesworth Campus Trust, this would have representatives from HPFA and Campus.

7. **Parking:** Cllr A Fleming, Cllr R Lewis, Cllr P Dutton and Mr E Leverett (H&BVP) had met with Mr Andrew Jarvis (WDC Strategic Finance Director) and District Cllr Tony Goldson. There had been a proposal tabled, calculated by Mr Leverett, that enabled WDC to recover the lost revenue from the 1hr free parking by spreading the cost over the rates for longer parking periods. WDC was now considering this proposal on a 6 month trial period and would

confirm back later. Mr Doug Gray asked whether there had been any further correspondence with WDC over the inaccuracies in their 'Parking Order' which seemingly prevented buses (PSVs) and HGVs from operating in the Car Park. The Chair had thought he had seen an annexe that corrected this and he would give this to Mr Gray at a later date.

8. **Future of the London Road Building:** To review recent developments. The Chair reported that under the Localism Act of 2011, the Committee could now consider nominating the London Road Building as a Community Asset by registering it online with Waveney District Council. If accepted by WDC (and there must be valid reasons why it is not accepted), this would at least delay the process of closing the building (scheduled for March 31st 2016) by a further 6 months and the Council should then be offered the opportunity to purchase the building. The building would then remain registered for 5 years. There were no known negatives to this idea and so it was RESOLVED that this proposal, to register the building as a community asset, be taken to the full Council in January. Cllr Took wished the Council makes every effort to ensure that the building is retained by HTC or an equivalent elected body.
9. **Town Plan/Neighbourhood Plan:**
 - a) To consider the proposals to go forward to WDC's Local Plan Team – This item would be considered properly in January.
 - b) To review any further information or updates. Cllr Payne presented a compact version of the Town Plan (attached) and explained that this was not a replacement but a more accessible document that retained all the key information and which was now up to date. It was RESOLVED that the Committee members would take this document away and make suggestions or deletions and pass it back to Cllr Payne. The target date to complete this document was agreed as May 2016.
 - c) Transport Provision – Mr Doug Gray provided a report (attached) and explained the implications of the proposed Buses Bill 2015
 - d) WDC'S Call for Sites –Cllr Dutton reported on the meeting he had with Mr Ian Johns (WDC Planning Policy) on the 'Call for Sites'. Cllr Dutton explained that it was important for the Council to help identify possible sites for development. Oddly, it was not necessary to know if the land was available or who owned it. Cllr Dutton had previously distributed a list of possible locations and was looking for feedback from the Town Development and Planning Committee members. It was now quite urgent as WDC were looking for nominations by the 8th January. It was agreed that Cllrs; Dutton, Fleming, Thomas and Wollweber would get together to go through the list. Cllr Thomas also urged that the Committee properly promotes the Neighbourhood Plan in January.
10. **Fair Trade Town working group:** To receive a report on developing Halesworth as a 'Fair Trade' town. Cllr Winton reported on the progress so far (report attached). Members of the fair Trade Working group would be contacting local businesses and would report back after Christmas.
11. **Public Toilets:** To consider the information that WDC are considering divestment of some or all of the public toilets in the town. It was noted in the letter that WDC were initially attempting to outsource the maintenance of the toilets and the possible closure or divestment of these toilets were dependent on these negotiations. It was agreed that the Clerk would contact WDC to find out the latest position.
12. **Skateboard Park working group:** To review feedback on the maintenance required for the skateboard park. The Working group members were not present at the meeting and this was deferred until January.
13. **Correspondence:** The Clerk had previously distributed a letter from WDC informing all Parish Councils that their PCSOs (Police Constable Support Officer) were under threat. The Clerk then sought confirmation that this applied to Halesworth and it was confirmed that this was the case. The letter laid out a proposal/offer to all the Parish Council's to bid to retain their PCSOs. There was, the letter noted, only 6 positions available and it appeared to suggest that the Parish Council needed to find £31,972 in order to have a PCSO in

Halesworth. It was generally agreed that the letter was poorly conceived and was open to different interpretations. It was RESOLVED that the Clerk contacts Inspector Nick Aitken to request a meeting to clarify the position.

The Clerk also reported that Mr Alistair Macfarlane had obtained a quote to remove two areas of graffiti, one in Quay Street and one in Holton Road. The cost was approximately 2 hours work at a total of £170. The Committee agreed that this should be taken to the next Finance Committee.

The meeting was closed at 8.30pm.