



**Present:** Councillors; P Dutton, K Greenberg, D Thomas (Chair), D Wollweber, R Lewis, A Payne.  
**In Attendance:** P Welby (Assistant Clerk).

## Minutes

1. **Apologies:** Cllrs M Took, A Fleming, S Leverett and K Forster.
2. **Declarations of interest:** Cllr Greenberg – 11.
3. **Minutes:** The minutes of the meeting on the 13<sup>th</sup> November 2017 were accepted as a true record.
4. **Matters arising from the minutes** – None.
5. **SCC Flood Project** – Ben Carter from SCC spoke at the last full Council meeting to explain the waterway project SCC are setting up. Cllr Thomas will meet with him in January to look at the waterways around Halesworth that are not covered by the Environment Agency or Water Companies. The meeting will be advertised by email and on the website for a couple of residents to also volunteer for the project.
6. **Emergency Plan** – Cllr Thomas has the contact number for the first responders – Clerk to contact. The Cllrs agreed that there should be emergency out of hours numbers for the Clerk and Chair as they are key holders for the London Road Building. The exact position of the first aid kits should be listed on the plan. It was discussed as to the possibility of creating a telephone tree for contacting Cllrs in an emergency. Clerk to redraft plan.
7. **Closure of Lloyds Bank** – It was discussed as to whether the defibrillator could be mounted in a cabinet on the wall of the Black Dog Antiques building as there is an external socket there. It was also suggested that the Men's Shed might be able to make the cabinet. Clerk to investigate.
8. **Car Parking** – The traders and Parish Council donations stand £5250 at present including a donation from Cllr Goldson of £1000. It was also agreed to ask the Communications Committee to ask Cllr Goldson about the parking in the monthly questions.
9. **Urban Improvement Working Group** – The UIWG have decided to have an exhibition upstairs in the library to display the suggestions and proposals they have discussed for the urban environment of Halesworth. The exhibition will be in the last week of January and will be manned at certain times by volunteers from the group to answer any questions. Cllr Thomas asked that the traffic regulation that applies to the Thoroughfare be on display to explain to visitors exactly what the Thoroughfare is in terms of a Highway.
10. **London Road Building** – Cllr Thomas proposed that the Town Council accept the offer by WDC pertaining to the LRB – subject to the wording of the covenant and agreement being checked by a property solicitor. This was seconded by Cllr Payne. All in favour. This proposal will be taken forward to the monthly meeting to be put to the full Council.
11. **CIL and S106 projects** – Cllr Greenberg met with trustees from the Millennium Green to discuss their proposals for S106 money. Clerk to contact Millennium Green to establish whether they have a quote to submit. Halesworth in Bloom will also apply for S106 money to improve a Rhododendron bed in the Town Park.

12. **Neighbourhood Plan** – The Neighbourhood Plan steering group are meeting for the first time on the 20<sup>th</sup> December at 6.30pm. Cllr Greenberg will provide a list of documents to be sent to participants in time for the first meeting. Cllr Thomas thanked Cllr Green berg for all his work in organising the process this far.
13. **Street Naming** – The Council now has a large list of suggestions from members of the public and Cllrs for possible street names for any new housing developments.
14. **Website** – Nothing this month.
15. **Maintenance** – The bins in the park have been reported to Waveney Norse and should be fixed in due course.
16. **Correspondence:** A member of the public has volunteered to plant Cherry Trees at the entrance to Bedingfield Crescent. Waveney Norse have agreed as long as they are planted in such a way that the grass mower can be driven round them. Cost to be agreed at the Finance meeting. The grit bin at the entrance to Mill Hill Drive has gone; a resident has written to the Council to ask if they would consider replacing it. Cost to be agreed at the Finance meeting and Clerk to write to highways to check whether they will fill it. The Clerk has received an email from a member of the public wishing to reinstate a commemorative plaque on a tree in the park. This was agreed.

Meeting closed at 7.54pm