

Present: Councillors;

K Greenberg, S Leverett, R Lewis, D Thomas (Chair), M Took, D Wollweber

In Attendance: N Rees (Town Clerk), 3 members of the public

MINUTES

The Chair brought forward Item 5 to the start of the meeting

1. **Apologies:** Cllrs; A Fleming, P Dutton, T Gardner, A Payne.
2. **Declarations of interest:** Non-pecuniary interests; Cllr Leverett for 5, 6, 8 & 9, Cllr Wollweber for 6, 7, 9 & 10, Cllr Thomas for 8 & 9, Cllr Greenberg for 6, 7, 8 & 9, Cllr Lewis for 8 & 9, Cllr Took for 8 & 9
3. **Matters arising from the minutes.** There were no matters arising
4. **Minutes:** The minutes of the meeting held on the 16th January, 2017 were accepted as a true record.
5. **Heritage Malt Trail update:** Mr Simon Raven brought a draft map to the meeting showing the Heritage Malt, Hooker and Town Trails together with a draft inset information panel and schematic of the intended Wherry boat design. The idea was to replace the existing map in the Notice board (facing the car park which was now out of date) with this new map which was intended to focus on visitor attractions and important land mark buildings. The map would show the three trails and where information boards were located (most of these would be mounted on walls with the owner's permission). Cllrs raised a number of questions regarding the numbering system, the lack of arrows to indicate where to go, there were some concerns regarding the pubs that were shown and whether other businesses would complain. Suggestions were offered; to include a 'You are here' marker, directional indicators to other villages/towns on the edge of the map, other graphics to show buildings of interest, coloured arrows to show the trails more clearly and to show the semi pedestrianised Thoroughfare area but as the Chair advised, not to call it pedestrianised as it was still classed as a Highway. Mr Raven informed the Committee that he intended to add an inset to show an old map of Halesworth and also an old photograph of the Thoroughfare. It was then agreed that the Communication Group would look at this in more detail and arrange a meeting to include Halesworth in Bloom, Millennium Trust and Halesworth Tourism Group. Mr Raven emphasised that he had been working closely with these groups and wished to make sure that the Town Council was happy with these proposals before continuing. Mr Raven hoped that his proposals would be in place by the end of July in time for the Heritage Weekend (9th & 10th September, 2017). Mr Raven then briefly explained that the Wherry Boat frame was now proposed to be laid flat on a shingle bed, made from Oak and featuring a metal representation of the old Blyth Navigation route from Southwold to Halesworth. This would be constructed by local craftsmen and would be designed with health and safety in mind. The position of the Wherry boat was yet to be confirmed but the preference was to have the design on the Skateboard side of the path in the town park. The Chair thanked Mr Raven and confirmed that the Committee were fully in support of his ideas in general but it was now up to the Communication Group to work out the details in conjunction with all the interested parties.

6. **Communications:**

- a) The Committee received and accepted the report of the Communications meeting held on the 30th January, 2017.
- b) To consider approval of the Saxon Way Bridge poster and banner advisory notice. Cllr Wollweber referred to the December meeting minutes which detailed the suggested rules regarding the posters on the bridge. These rules were intended to be HTC's own guidelines and not part of the advisory notice. It was intended that this would be a pilot scheme to run for a year. It was agreed that the Notice, to be attached to both sides of the bridge, should be brief and would note three points; that approval from HTC was required before posters were put up, that unapproved posters would be removed and that approved posters should be removed within 2 weeks of the event finishing. The only amendment to the rules would be that approved posters could be displayed up to a month before the event started. It was RESOLVED that the Clerk would draft an advisory notice for displaying on the bridge and circulate to the Committee members.
- c) Signage: To review plans to manage the Notice Boards and Information Boards in the Town. This matter would be considered at the next meeting. The Clerk informed the Committee that the Free Parking sticker intended for those businesses that had contributed, was currently awaiting approval by the owners (Hasbro UK Ltd) who owned the copyright for the intended graphic.

7. **Planning Committee:**

- a) Cllr Dutton, chair of the Planning Committee was currently away but the Committee accepted the report on the meeting held on the 1st February, 2017
 - b) To receive a report on the meeting held earlier with Christchurch Land & Estates. The Chair, Cllr Thomas, explained that earlier members of the Council (Cllr Thomas, Cllr Took, Cllr Greenberg and Cllr Lewis) met with Jo Brehaut of the Pegasus Group, representing Christchurch Land & Estates. It transpired that Christchurch Land & Estates were in fact an investment company, whose intention was to try to obtain planning permission in order to sell the site to a developer. The Cllrs present at the meeting received a draft plan showing 200 houses, with access on to Chediston road and Roman Way (via a mini roundabout). The number of houses may be reduced depending on feedback. No opinions were expressed at the meeting but Cllr Took pointed out that there had been a former dump on the site which had been used in the past to burn cattle carcasses that may have had foot and mouth disease. This point was noted by Jo Brehaut. There would be a public exhibition at the Rifle Hall on the 21st February between 3pm and 7pm. Jo Brehaut agreed to provide a report on the feedback from the presentation before the planning application is submitted. It was agreed that the Clerk would send another Mailchimp message to inform residents of the time and place of the exhibition.
8. **Barrow Crossing:** Network Rail had requested that the proposed safety notice to warn cyclists and pedestrians about the Barrow Crossing should show that this notice was produced by Halesworth Town Council. It was agreed to update the notice and then it could be ordered.
9. **London Road Building:** To review any updates. The Chair reported that Mr Jarvis had replied to HTC's proposal for the London Rd Building to say that he would inform the Council by the end of February when the Cabinet will meet to discuss the proposal. It was not known at the time when the Cabinet meetings were scheduled but the Committee were concerned that the deadline of March 31st 2017 was only 6 weeks away. It was agreed that the Clerk would find out when the Cabinet meetings were scheduled and would write again to request an extension, for at least a reasonable time beyond the Cabinet meeting (when it is known) or preferably until the matter was resolved.
10. **Website:** To consider any items for the website. The Clerk would put details of the Christchurch Land & Estates presentation on the event calendar on the website.

11. **Maintenance:** There were no maintenance issues to report

12. **Correspondence:** There was no correspondence to consider

The meeting was closed at 7.25pm