

Present: Councillors;

Anne Fleming, Tracy Gardner, Sandra Leverett, Rosemary Lewis, David Thomas, David Wollweber (Vice Chair), Keith Greenberg.

In Attendance: Nick Rees (Clerk), District & County Cllr Tony Goldson and 14 members of the public

MINUTES

In the absence of Cllr Peter Dutton, Cllr David Wollweber chaired the meeting.

Cllr Wollweber welcomed everyone to the meeting and began by paying respect for Dame Tamsyn Imison, an inspirational lady who achieved so much for the town and who sadly passed away on the 18th September 2017.

There followed a minute's silence

1. **Apologies:** Cllrs; Peter Dutton, Keith Forster, Andrew Payne, Maureen Took, Paul Widdowson, District Cllr Letitia Smith.
2. **Declarations of interest:** To receive non-pecuniary interests: Cllr Fleming for item 11, Cllr Leverett for 11 & 20, Cllr Lewis for 20, Cllr Thomas for 20, Cllr Wollweber for 20
3. **Minutes:** The minutes of the monthly meeting of the Council held on 4th September, 2017 was accepted as a true record.
4. **Matters Arising:** There were no matters arising from the minutes
5. **Chair's Report:** Cllr Wollweber read out the Chair's report for September 2017
6. **Police Report:** Mr Alistair Macfarlane read out his monthly report on Police related matters. Cllr Thomas asked what the position was on Special Constables. Mr Macfarlane advised that there were currently three Special Constables undergoing training, however they were spread throughout the region and there was no guarantee that they would be utilised in Halesworth.
7. **Public Session:** [15 minutes on agenda items]. A resident asked for more information on the three Special Constables. Mr Macfarlane advised that the three PCSOs were from Bramfield, Ipswich and Norfolk but there was no information on where they would be stationed at this time.
8. **Reports on meetings and events attended by Council representatives:** The Council received two reports from the Rifle Hall Trust. One of the reports suggested that the Trust could approach Halesworth & Blyth Valley Partnership for funding but Cllr Leverett advised that H&BVP had not received any request for financial assistance so far. On a separate matter, Cllr Leverett reported that Halesworth Events Management had secured free parking from Waveney Norse from 4pm for the Festive Lights Switch On event on the 25th November

on the proviso that a letter of support from HTC is received. It was RESOLVED that the Clerk would write a letter to Waveney Norse in support of the event organised by HEM.

9. **Committee and Working Group membership.** The Council reviewed the membership of the Committee and Working Groups and agreed the following amendments and corrections: Cllr T Gardner corrected as the current Vice Chair of the Finance & Personnel Committee, Cllr T Gardner wished to step down from membership of the Town Development Committee. Cllr A Fleming reinstated on to the Planning Committee (was previously automatically a member when she was Chair of the Council), Cllr Leverett and Cllr Thomas stepped down from membership of the Neighbourhood Plan Working Group. Cllr K Forster corrected as the current Vice Chair of the Town Development Committee. Cllr Thomas advised that he was no longer a Halesworth & District Museum Trustee.
10. **District & County Reports:** Cllr Goldson reported that in future all Highways enquiries must go through the website, it was no longer possible to contact SCC Highways personnel directly. Cllr Goldson was asked about the email request received from WDC regarding the recent parking consultation but Cllr Goldson had not been made aware of this but asked the Clerk to forward the email.
11. **Teen Shelter:** To review the meeting held on the 13th September, 2017 and to consider the costs of the Youth Worker. Mr Alan Wilson was invited to read out a statement on behalf of the residents of Blyth Mews, which urged the Council to consider removing the shelter altogether either on a temporary or permanent basis, or to consider relocating it. The residents were sceptical that youth workers would have any effect on the main causes of the problem, i.e. older youths and drug dealers. Mr Macfarlane explained that a youth shelter had been in this location for around 40 years. The current shelter had been funded by the National Lottery and gifted to the Town Council by the Crime Reduction Team. It was supplied by a company called Rekk, who could provide a price to move it but this would most likely cost between £2,000 and £3,000 as a new concrete base would be required. The Clerk reported that he had received comments from representatives of HIB who were very concerned that the Council might consider moving the shelter to the park entrance (by the flagpole) which in their opinion would be very unsuitable for a variety of reasons. It was generally agreed that this was not a suitable site and the only site where there was some support was between the Skateboard Park and the Basket Ball Court. However it was noted that, depending on the exact location, this may either not be far enough away from Blyth Mews to solve the noise problem or it might be close enough to affect residents of River Lane instead. This location might also encourage drug related crime as it would not be directly overlooked. At the meeting on the 13th September, it had been agreed to contact Impact Youth Workers. The Clerk reported that the costs were £4,995 for two youth workers, for three hour periods over the course of 40 nights. Carlton Colville had reported that they had contracted Impact Youth Workers to help with their problems and had been very impressed with the results. Kessingland reported that they also had a teen shelter and a skateboard park near houses, whilst their teen shelter was not a specific problem they had complaints about noise from the skateboard park. Kessingland opted to erect a sound barrier (fence) but this had led to drug related problems as the skate board park was now obscured from view. Kessingland paid for a full time PCSO but this had not proved to be effective with dealing with ASB and vandalism as the incidents occurred after the PCSO's working day had ended. It was then RESOLVED that Ian Castro of Impact would be invited to attend the Finance Committee meeting on the 16th October, 2017 with a view to engaging their services in time for the October Half Term period. The Chair summarised that the Council were sympathetic to the problems experienced by the residents but were also concerned about making a hasty decision which might cause problems elsewhere.
12. **Communications Committee:** The Council received and noted the report on the Communications Committee meeting held on the 11th September, 2017

13. **Civic Function:** To confirm the final arrangements for the Civic Dinner. It was noted that the event would be at the Golf Club on the 11th November, 2017 in aid of Halesworth & District Community Transport and invitations were being prepared. The invitation list would be circulated to the members for further comments. It was RESOLVED that the Council approved the cost based on £55 per 100 invitation cards and envelopes.
14. **Town Development Committee:**
- a) The Council received and noted the report on the Town Development Committee meeting held on the 11th September, 2017
 - b) To consider whether the Council wishes to apply to register the Patrick Stead Hospital as a community Asset. The Chair reported that he had attended a meeting of the League of Friends of PSH and they had requested that the idea of registering the building with Historic England was put on hold until it was understood whether or not this could lead to restrictions on any changes or modifications to the building. Important announcements from the CCG were imminent and the League of Friends hoped that the building would continue to be used until such time as the new health facility was up and running. It was therefore too early to consider listing the building as a community asset but they could see this as a future possibility. It was noted at this stage that the Council had not inspected the building nor did it possess any building plans and had not discussed with any other groups how the building could be utilised. It was then RESOLVED that the Clerk would get a further update on Southwold's attempt to register their hospital as a community asset and to contact NHS Propco and/or the League of Friends to see if a visit could be arranged and/or plans of the building obtained and that the PSH would continue to be matter for consideration by the Town Development Committee.
15. **Financial Matters:** The Council received and noted the report of the meeting held on the 18th September, 2017. It was noted that the Clerk had received the parking figures up to August 2017 but would continue to request up to date figures. It was noted that letters would be sent out shortly to ascertain from parish councils and businesses whether they were willing to contribute to the free parking for the year April 2018 – March 2019 and to what level.
16. **External Audit:** The Council received and approved the BDO's report of the External Audit. The report noted that the Auditors had no matters requiring attention and had signed off the Audit. The Clerk was thanked for his work in completing a successful audit.
17. **Planning:** The Council received and noted the report of the meeting held on the 11th September, 2017.
18. **Forum Meeting:** To review the Forum meeting held on the 14th September, 2017 and to consider the response to the questions on the Neighbourhood Plan. The Clerk reported that there had been 25 responses to the Neighbourhood Plan questionnaire and of these, 22 were in favour and 14 volunteered to get involved with a steering group. Cllr Keith Greenberg would seek advice from Jo McCallum (WDC Communities Officer) on how to proceed from here.
19. **Halesworth in Bloom:** To acknowledge the awards won in the Anglia in Bloom competition, to consider a fitting tribute to Dame Tamsyn Imison and to consider the suggestion received from Aidan Branch. It was RESOLVED that the Town Development Committee would take the suggestion of a memorial fund and discuss this at the next meeting.
20. **London Rd Building:** The Council received and noted the report of the London Rd Building Business Plan Working Group meeting held on the 21st September and the report of the meeting with Simon Eades on the 28th September, 2017. Cllr Thomas proposed and it was RESOLVED that the Clerk would write to WDC to ask how WDC obtained the London Rd Building when they took possession and how much they paid for it. It was agreed that no

decision could be made at this stage until Simon Eades had replied with all the answers to the questions raised at the aforementioned meetings.

21. **Correspondence:** To consider any correspondence

- a) The Council had received an invitation to the 35th Anniversary of the Twinning of Bouchain and Halesworth on the weekend of the 14th and 15th October in Bouchain, France. The Clerk would circulate the letter to the members to see if anyone was available to attend.
- b) The Clerk reported that he had received several complaints about the amount of weeds in the Thoroughfare. The Clerk was obtaining costs to spray the weeds, even though this should technically be a SCC Highways responsibility, and would take this to the Finance Committee for consideration.

22. **Accounts for Payment:** The following accounts for payment were approved.

4002.	SALC – Clerk’s Network Day (LGA1972 s111)	16.00 +vat
4003.	HAGS-Smp Ltd (New Gappa Play equipment)	5,987.55 + vat
	Recreation: (Miscellaneous Provisions) Act 1976, s.19 from GAPP reserves	

DD/Standing Orders:

4004.	Salaries (LGA1972 s111)	2216.24
4005.	HMRC Quarterly Payroll liabilities (LGA1972 s111) (Cheque to be raised)	1894.98
4006.	Barclays Bank Charges (LGA1972 s111)	14.88

The meeting was closed at 8.40pm