

Present: Councillors;

Anne Fleming (Chair), Peter Dutton, T Gardner, Rosemary Lewis, Andrew Payne, Cllr Thomas, Maureen Took, Paul Widdowson, David Wollweber,

In Attendance: Nick Rees (Clerk), District Cllr Tony Goldson

Minutes

1. **Apologies:** Cllr S Leverett
2. **Declarations of interest:** Non-pecuniary interests; Cllr P Widdowson for 9, 13, 14, Cllr K Greenberg for 8, 9, 15b & 15c, Cllr D Wollweber for 9, 10, 11 & 12, Cllr A Payne for 8, 11b & 13, Cllr A Fleming for 8, 9 & 15, Cllr Thomas for 8, 12 & 15, Cllr R Lewis for 8, 9, 11b, 12 & 15, Cllr P Dutton for 9, 10, 11 & 12, Cllr M Took for 8 & 9
3. **Minutes:** The minutes of the meeting held on 5th September, 2016 were accepted as a true record.
4. **Matters arising from the minutes:** Cllr Took wished to record that she was offended by some of the language used at the last meeting under item 12, Parking. It was not clear exactly what Cllr Took was referring to as it had not recorded in the minutes. Cllr Took later reported the details to the Chair after the meeting. Cllr Greenberg wished to know whether the VAS speed signs were effective. The Clerk and Cllr Dutton reported that according to the Police, the signs were effective but for only a limited period, it was therefore recommended to continue to change the locations of the signs. Cllr Greenberg asked for more details about the letter from Cllr Law to Mrs I Thomas which had attempted to explain why repairing the Thoroughfare car park surface had been abandoned. It was noted that the reason given was that the repairs had been more than the allocated £50,000 budget. It was then proposed by Cllr Lewis and **RESOLVED** that the Clerk writes to WDC to ask about the car park resurfacing and to find out what the £50,000 ceiling is (as mentioned in the letter to Mrs Thomas) and how do we proceed to get the repairs actioned.
5. **Chair's Report:** The Chair reported that she had attended the Anglia in Bloom awards on the 6th September, where Halesworth had been awarded another Gold and several other awards. The Chair was in attendance on the 14th September when Bishop Hopes visited St Edmunds church. On the 20th of September, the Chair, Cllrs; Dutton and Wollweber met with Hannah Reid of Community Action Suffolk to discuss the London Road Business Plan, on the 23rd the Chair attended the Kuk Sool Won 30th birthday celebrations. On the 27th of September, the Chair met with Network Rail to get further assistance with safety notices to try and prevent misuse of the crossing and on the 28th of September the Chair attended the Parish Divisional meeting at Spexhall.
6. **Public Session:** [15 minutes on agenda items] The Chair explained that members of the public could put forward questions on the agenda items and these would be dealt with as the meeting progressed. The names of those wishing to ask questions were noted.
7. **Police:** There were no officers present and no matters to consider.

8. **Health:** To receive any updates on the Patrick Stead Hospital and the Rayner Green Resource Centre. Cllr Thomas attended the AGM of the CCG and gave an update on the present situation and explained that there were no plans to close the Rayner Green Resource Centre so it was safe for the time being but the Patrick Stead Hospital's position was unclear. Residents would be informed as soon as the Council had accurate information to report.
9. **Network Rail:** An update on distribution of safety leaflets and posters advising the public. The Chair reported that Network Rail would consider the cost of producing safety leaflets. It was noted that NR's intention was to introduce a barrier system on each ramp which would hopefully ensure that cyclists dismounted but at the same time allow mobility scooters to pass through. Clear notices would be erected to warn cyclist to dismount and pedestrians not to cross while the train was in the station. It was essential that every effort should be made to get cyclists and pedestrians to adhere to the rules as the crossing was being monitored by Network Rail.
10. **Communications:** To receive the report of the meeting held on the 26th September, 2016. There were no minutes available but Cllr Wollweber gave a brief summary of the meeting. The Committee wished to increase website traffic, introduce a Communications Policy and encourage more residents to sign up for HTC newsletters.
11. **Planning Committee:**
 - a) To receive a report on the meeting held on the 3rd October. Cllr Dutton explained that the meeting had just taken place earlier in the evening and the Committee had agreed to make comment on the application for approval of reserved matters for the Fairview Road site and had approved the application for a new Information and Support centre at the Cutlers Hill site.
 - b) Development East and North of Hillside Rd: to note the public exhibition at the Rifle Hall on the 6th October, 2016 and the meeting with Hopkins Homes prior to the exhibition. The Council heard from three residents who expressed concerns over additional pressures on the infrastructure, possible traffic congestion, school capacities, surface water, drainage and sewage. It was noted that this was not a planning application at this stage and Cllrs were reluctant to make public comment as this may be interpreted as predetermination, which could exclude them from voting on any application, if and when it was received at a later date.
12. **Town Development Committee:** The minutes of the meeting held on the 12th September, 2016 were accepted as a true record.
13. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors. The Council received and noted the reports for the Halesworth Events Management, Suffolk association of Local Councils and the Rifle Hall. It was noted that Cllr Payne was not able to attend the next SALC meeting on the 30th November and a replacement was needed, Cllr Gardner offered to attend.
14. **District & County Reports:** To receive any reports from the District & County Councillors. Cllr Goldson gave an update on the problems facing the Patrick Stead Hospital and the attempts to try and find an alternative to ECCH as the staff provider but so far this had been unsuccessful. Cllr Goldson also gave a summary of the plans for devolution and how this may affect the Town Council, District Councils and the County Council in the future. It was hoped that there would be more details in November.
15. **Financial Matters:**
 - a) The report of the Finance & Personnel Committee meeting held on the 19th September, 2016 was accepted as a true record with the exception that Cllr Widdowson had agreed that the Council could view the Rail magazines but had not agreed for the Council to copy them.

- b) To consider the recommendation that the Council accepts the offer made in the letter from Mr Jarvis (dated 14th September, 2016) but with grave reservations. Cllr Widdowson and Cllr Greenberg both wished to explore ideas for alternative revenue streams. Cllr Thomas advised the Council that the £17,000 offered by WDC was not open to negotiation. It was noted that the Council would have until December 2017 to review the offer (likely to be £25,000) from WDC for the year April 2018 – March 2019. In the meantime discussion would progress with WDC over possible divestment of other town assets which may or may not bring in a revenue in the future. It was noted that it was important to accept this offer for April 2017 – March 2018 to ensure the town retains the free parking for next year. RESOLVED that the Council accepts the offer made in the letter from Mr Jarvis (dated 14th September, 2016) but with grave reservations
 - c) To consider the recommendation that Halesworth Town Council makes a substantial contribution to the cost of the free parking for April 2017 - March 2018. It was noted that just under a £1,000 had been pledged by some of the local parish councils so far. Mrs Karen Prime, representing the traders, reported that she had received some replies but had not been formally asked to present this information to the Council. It was not clear why Mrs Prime was waiting for the Council to ask for the information but it was then formally requested at the meeting. It became apparent that there were no other traders working with Mrs Prime to distribute the letters and Mrs Prime had requested help from the Clerk. It was noted that it had previously been agreed that the traders and HBC would distribute the letter and not the Council. However, Halesworth Business Connections had in the meantime requested that the letter was on HTC paper and it was this version that had been sent to HBC and the Trader representatives for forwarding to their members and contacts. The Clerk reported that there had been not been any confirmation of contributions so far. One resident suggested that the money would be better spent on community transport. The Council agreed that this was a very valid point but unfortunately in the short term the free parking must be retained for the benefit of the town. It was then RESOLVED that Halesworth Town Council makes a substantial contribution to the cost of the free parking for April 2017 - March 2018 (the exact figure would be dependent on contributions from the parish councils and local businesses).
 - d) Audit 2015/16: To receive and approve the Audit Certificate and report from the external auditors BDO LLP. It was noted that the External Auditors, BDO LLP had reported no matters requiring attention and it was then RESOLVED that the Council approved the Audit certificate and report.
16. **Forum Meeting:** The report of the meeting held on the 15th September at the Edgar Sewter School was accepted as a true record.
17. **Saxon Way Road Closure:** To review the arrangements with the road closure and to consider any action to ensure that diverted traffic does not use the thoroughfare. It was noted that the work related to the roundabouts and not the entire road. The Southern (Co-op) roundabout had been completed at the time of the meeting and no issues had been reported. The work to the Northern end (Quay Street) would inevitably cause more disruption. It was noted that some people had already experienced delays trying to negotiate around the road closure via Mells in the evenings (then closure was in force after 7 pm through to 5am). It was noted that the Chediston - Linstead – Wissett route may be slightly better.
18. **Correspondence:** To consider any correspondence. Mr Wally Jones brought the matter of what looked like serious cracks in the wall by the disabled parking in the Thoroughfare car park. It was reported that the wall belonged to the SPA shop and Mr Jones had been told it was under review. Mr Jones felt this was not being dealt with urgently enough and therefore brought the matter to the attention of the Council. It was then RESOLVED that the Clerk would write to SPA to try and get some action to repair the wall.
19. **Council meeting dates for 2017:** RESOLVED that the meeting dates for 2017 were approved.
20. **Accounts for Payment:** RESOLVED that the following accounts were approved for payment.

<u>3876.</u>	Wissett Parish Council VAS Speed sign insurance contribution	9.58
<u>3877.</u>	The Little Copy Shop	80.00
<u>3878.</u>	Women's Refuge	300.00
<u>3879.</u>	Campus Ltd (approved by Finance Committee)	5,000.00
<u>3880.</u>	Halesworth in Bloom (approved by Finance Committee)	3,000.00
<u>3881.</u>	HMRC Quarterly PAYE	1785.44

DD/Standing Orders:

<u>3882.</u>	Salaries - August	2143.29
<u>3883.</u>	Barclays – Bank charges	18.03

The meeting was closed at 8.40pm