

**Present:** Councillors;

Anne Fleming (Chair), Peter Dutton, T Gardner, Rosemary Lewis, Andrew Payne, Maureen Took, Paul Widdowson, David Wollweber, Cllr Thomas (present for items 12 & 13 only which were deferred to the end of the meeting).

**In Attendance:** Nick Rees (Clerk), District Cllr Letitia Smith.

## **Minutes**

The Chair welcomed everyone to the meeting and reported that a funeral service for Mr Edward Hyde-Clark, a former Town Councillor, had been held earlier in the day. Cllr Leverett had attended on behalf of the Council. There followed a minute's silence. The Chair then proposed and it was RESOLVED that the Council would donate a sum of £50 to the family's requested charity, Halesworth Royal British Legion.

The Chair also announced that, regretfully, Cllr Ann Baldwin had resigned as a Town Councillor due to family commitments.

1. **Apologies:** Cllr Keith Greenberg, District Cllr Tony Goldson, Cllr Thomas – apologies for arriving later in the meeting.
2. **Declarations of interest:** Non-pecuniary interests: Cllr Fleming for 9, 10, 12, 13 & 17, Cllr Wollweber for 9, 10 11 & 13, Cllr Widdowson for 8, 9, 12, 14, 15, 16 & 18, Cllr Took for 9, 12, 13 & 18, Cllr Gardner for 13, Cllr Payne for 11, 12, 13, Cllr Lewis for 9, 12, 13 & 16, Cllr Leverett for 8, 9, 12, 13, 14 & 16, Cllr Dutton for 8, 9 10 11 12 13 & 17
3. **Minutes:** The minutes of the monthly meeting held on 4<sup>th</sup> July, 2016 were accepted as a true record with the amendment that Cllr Wollweber gave apologies and Cllr Dutton did not attend the meeting to discuss the Thoroughfare (under item 5 Chair's report, last sentence).
4. **Matters arising from the minutes:** The Clerk was asked to chase Suffolk County Council again to find out the future plans of the Pathfinder bus service and whether it was going to be withdrawn.
5. **Chair's Report:** To receive a monthly report from the Chair of the Council:

On the 4th July the Chair visited Edgar Sewter and Holton Primary Schools and gave prizes to the winners for their portraits of the Queen. The winning entries were sent to Buckingham Palace. On the 7th the Chair attended the AGM of Churches together in the Blyth Valley. On the 8th July a meeting was held with Hannah Reid regarding the London Road building. On the 11th along with Cllrs Lewis and Baldwin, the Chair met with the judges of Halesworth in Bloom. A special thanks to The Angel Hotel for their hospitality. The Anglia in Bloom judging will take place on the 6<sup>th</sup> September. On the 9th August the Chair attended the Annual Allotment BBQ. On the 13th the Chair attended the Parishes meeting at Wangford (minutes included in the Councillor's packs). On the 14th there was a public meeting with Mr Hooker and Network Rail at the Cut. On the 18th the Chair was invited to Probus 40th birthday lunch at the Golf Club. On the 19th and 26th the Chair attended a two day SALC course. On the 1st August the Chair attended an Unappropriated Estates meeting with Cllrs Lewis, Gardner and Widdowson. On the 5th August there was a London Rd Building meeting. On the 8<sup>th</sup>, Cllrs Thomas, Dutton, Greenberg and the Chair attended a meeting on the Devolution plans which will see Norfolk and Suffolk joined to make one large Council. This meeting was

taken by Cllr Law and the CEO for Waveney, Steven Baker at the Riverside Centre in Bungay. On the 10th a meeting was held with WDC councillors by HTC and representatives of Halesworth Traders and Halesworth Business Connections attended. On the 11th the great news that Halesworth Crossing was given a temporary reprieve. The Chair and Cllr Dutton together with a large group of residents attended the station for a photograph to accompany the article in the Beccles and Bungay. On the 15<sup>th</sup>, Cllrs and members of the Volunteer Centre assisted the Day Centre to clear the room of furniture for the cleaning of the carpet. And on the 28<sup>th</sup> of August at the Antiques Fair, a number of Councillors collected for the Air Ambulance during the day.

6. **Public Session:** [15 minutes on agenda items] The Chair reported that at a recent training event at the SALC offices it was noted that the public could indicate if they wished to ask questions on the agenda and it would be discussed under each relevant item. Furthermore SALC had advised that the opening and closing of the meeting was no longer a requirement.
7. **Police:** Alastair Macfarlane gave a report which included concerns over the current delays that have been experienced by some residents when calling the 101 number. Mr Macfarlane had received useful feedback from 52 people at the last Wednesday Market. Mr Macfarlane encouraged residents to write to the Police Crime Commissioner with any issues they may have. It was noted that the next Police Locality meeting would be on the 8<sup>th</sup> November at Holton Village Hall. Mr Macfarlane expressed concerns with a number of matters including cycle thefts in the town, parking (which was not being policed), internet fraud and speeding.

Litter: The Council wished to formally thank all those residents who had picked up litter in the Park, the Millennium Green and the Folly.

Speeding: The Clerk reported that the figures from the VAS (Vehicle Activated Speed) signs showed that the average speeds around the town were not excessive however there were incidents of very high speeds particularly in the early mornings. Cllr Dutton asked the Council to reconsider the Speedwatch scheme again. Cllr Widdowson, who was also Clerk for Bramfield Parish Council, reported that the village was currently using the scheme and he could provide a contact for more information if required. It was noted that the positions where the Speedwatch cameras could be used safely by members of the public was quite limited. This would be reviewed again at a later date.

8. **Committees, working groups and reps on outside bodies:** To review the current list and to receive any additions or amendments. The Council reviewed the list in the light of Cllr Ann Baldwin's resignation. It was agreed that Cllr Wollweber would replace Cllr Ann Baldwin as one of the trustees for the Unappropriated Estates. Cllr Baldwin would not be replaced as a Campus Observer in the short term, Cllr Lewis would continue to attend as many meeting as possible. Cllr Leverett would be added as a Council representative to the Halesworth Events Management.

It was noted that the London Rd Building Business Plan Working Group had been attempting to arrange another meeting with Hannah Reid. The Structural survey had now been completed and the valuation was expected at the end of the week. The period of 6 months since the building was registered as a community asset was now almost at an end. Cllr Leverett stressed that it was therefore important that the Council put in an offer of some kind to WDC. After some debate it was then RESOLVED that Halesworth Town Council, subject to the market valuation, make a financial offer to Waveney District Council to purchase the London Road Building. It was noted that the offer may or may not be based on a valuation figure less the cost of repairs identified in the survey or indeed could be any amount but this would be discussed further at the next Town Development Committee and Finance Committee.

9. **Network Rail:** To consider actions to ensure that the crossing remains open and to approve the distribution of leaflets and posters advising the public after input from Network Rail. It was noted that the Clerk and Assistant Clerk had been trying to get specific safety information from Network Rail to include in the leaflets to be distributed by members of the

SOCH (Save our Crossing, Halesworth). So far there had been no response. It was noted that this was now very urgent and the Council may need to go with the suggested text.

It was proposed and agreed to send a thank you letter to Therese Coffey MP whose input had made a significant difference in bringing about a U turn in Network Rail's plans to close the crossing.

10. **Communications:** The Council received and noted the report of the meeting held on the 18<sup>th</sup> July, 2016
11. **Planning Committee:** The Council received and noted the report on the meeting held on the 11<sup>th</sup> July, 2016
12. **Parking:** [This item was taken after item 19 on the Agenda]. The Council received and noted the report on the meeting with WDC held on the 24<sup>th</sup> August. The Clerk had circulated the email from Andrew Jarvis which attempted to confirm the offer from WDC. However it was noted that it was not an accurate representation of the offer made. It had not for instance, mentioned that WDC had agreed that HTC had until the 31<sup>st</sup> December, 2016 to make a final decision. The email referred to a formal letter which was to be sent to the Chair on Tuesday 6<sup>th</sup> September but was obviously not available for discussion at this meeting.

After some debate Cllr Took asked whether the Council would be contacting the businesses directly to ask for contributions. The Vice Chair explained that the understanding was that it was the Trader representatives and Halesworth Business Connections who would need to liaise and coordinate with all the businesses. It was then agreed to defer any decision until the formal offer from WDC was received, this was therefore likely to be discussed at the next Town Development Committee on the 12<sup>th</sup> August and/or at the Finance Committee meeting on the 19<sup>th</sup> August. In the meantime the Clerk would request the parking figures for August.

13. **Town Development Committee:** [This item followed item 13 but was taken after item 19 on the Agenda]. The minutes of the meeting held on the 11<sup>th</sup> July, 2016 were accepted as a true record.
14. **Reports on meetings and events attended by Council representatives:** The Council received and noted the reports on meetings by Councillors which included; HPFA, HEM, Police Locality, Library, World of Planning, The Rifle Hall and the Divisional Parish meeting.

Mrs Janet Huckle reported on the Tourism Group meeting and the visit to the Marybelle Dairy and the new village hall at Huntingfield which were both very impressive. The Hall was shared with neighbouring parishes; Ubbeston and Heveningham. The next meeting would be at the Stables on the 7<sup>th</sup> September.

15. **District & County Reports:** To receive any reports from the District & County Councillors. Cllr Smith reported that there had been no meetings in August but she hoped to encourage dialogue between the District and Town Council.
16. **Financial Matters:** The Council received and noted the report of the Finance & Personnel Committee meeting held on the 18<sup>th</sup> July, 2016 and the Extraordinary Finance meeting held on the 25<sup>th</sup> July, 2016.
17. **Forum Meeting:** The Chair requested that all Cllrs have an involvement with the meeting on the 15<sup>th</sup> September at the Edgar Sewter School. The meeting would follow the previous format of reporting on Council affairs and taking questions and addressing concerns from residents.
18. **Correspondence:** To consider any correspondence
  - a) East Suffolk Partnership Annual Forum at Trinity Park Conference Centre, Bucklesham on Friday 11 November 2016 from 9.00am – 2.00p was noted.

- b) The Clerk had circulated a very passionate social media post about litter in the Skateboard Park. It was agreed to ask the writer to attend the next Town Development meeting and Cllr Took, who knew the individual, offered to contact him.
- c) The Clerk had contacted WDC over the removal of the runway lights in the park. The Council had not been informed that they were being removed and the holes left open or partly filled with foam presented a serious safety issue. The Clerk had reminded WDC/Norse that the Council had requested that all options are to be explored to keep the runway lights. The alternative option of two street lights was not acceptable to the Council or residents but it appeared that this had been ignored. It was agreed that the Clerk would contact Waveney Norse and Pearce and Kemp urgently to ask them to make the holes safe and to provide costs for replacing the lights so that the Council can consider its options.
- d) The Chair read out a letter from Mrs I Thomas to WDC and the response from WDC regarding the lack of any action over resurfacing the Thoroughfare car park, which at a cost of £55,000 was according to WDC, exceeding the £50,000 procurement threshold and would therefore not be undertaken at all.

**19. Accounts for Payment:** It was RESOLVED that the following accounts were approved for payment.

<b><u>3774.</u></b>	SALC – Councillor Training – Leadership Skills	100.00 + vat
<b><u>3775.</u></b>	SALC – Good Employer Guide	2.25
<b><u>3776.</u></b>	SALC – Clerk’s CiLCA Training	125.00 + vat
<b><u>3777.</u></b>	SALC – Councillor Training 9 <sup>th</sup> & 16 <sup>th</sup> August	100.00 + vat
<b><u>3778.</u></b>	Viking – Shredder	121.26 + vat
<b><u>3779.</u></b>	Viking - Litter Picks and Stationary	47.15 + vat
<b><u>3780.</u></b>	EDF Market Place 1	26.38
<b><u>3781.</u></b>	S A Holmes (Halesworth Decorators)	2872.86
<b><u>3782.</u></b>	H L Perfitt Ltd Memorial cleaning and repair	375.00 + vat
<b><u>3783.</u></b>	Salaries July	528.60
<b><u>3784.</u></b>	Salaries August	514.80
<b><u>3785.</u></b>	EPS Transfers – Signage (Re-Chargeable) and Honours Board	53.00
<b><u>3786.</u></b>	Homeshred Uk	49.99 + vat
<b><u>3787.</u></b>	Abellio Anglia Station Rent	146.10
<b><u>3788.</u></b>	Anne Fleming – HIB Event (Chair’s Allowance)	286.00
<b><u>3789.</u></b>	Waveney Norse – Market Clean Quarterly	174.99 + vat
<b><u>3790.</u></b>	Morton Partnership – Structural Survey	2,000.00 + vat
<b><u>3791.</u></b>	Halesworth Royal British Legion - (Approved during the meeting)	50.00

**DD/Standing Orders:**

<b><u>3792.</u></b>	EDF Market Place no 3	25.52
<b><u>3793.</u></b>	Barclays Bank Charges to August 14th	18.03
<b><u>3794.</u></b>	Barclays Bank Charges to July 12 <sup>th</sup>	20.92
<b><u>3795.</u></b>	Salaries – July	1628.49
<b><u>3796.</u></b>	Salaries - August	1628.49
<b><u>3797.</u></b>	BT – Phone & Broadband	173.40

The meeting was closed at 8.47pm