

**Present:** Councillors;

Peter Dutton (Chair), Anne Fleming, Rosemary Lewis, Keith Greenberg, David Thomas, Maureen Took, Paul Widdowson, David Wollweber (Vice Chair).

**In Attendance:** Nick Rees (Clerk), 13 members of the public.

## **MINUTES**

1. **Apologies:** Cllr T Gardner, Cllr K Forster, Cllr S Leverett, Cllr A Payne, District & County Cllr T Goldson
2. **Declarations of interest:** Non-pecuniary interests; Cllr Fleming for item 11, Cllr Greenberg for item 19, Cllr Widdowson for 10 & 17.
3. **Minutes:** The minutes of the monthly meeting of the Council held on the 2<sup>nd</sup> October, 2017 were accepted as a true record.
4. **Matters Arising:** Matters arising from the minutes
5. **Chair's Report:** The Chair gave a report for October 2017 which included a visit to the Cut during Arts Week and to the Herring Festival. The Chair also attended a Police Locality meeting in Wrentham, main topics were speeding and the lack of Police response to theft and anti-social behaviour. The Chair reported that the Police had a specialist in CCTV and this may prove useful if the Council wished to look into this option.
6. **Police Report:** Mr Alistair Macfarlane presented a monthly report on Police related matters. In addition, Mr Macfarlane reported that there had been an assault in one of the hairdresser salons which the Police were dealing with, Mr Macfarlane had also interviewed some youths in the Park who complained that there had been some unfair allegations against them, Mr Macfarlane asked for details in writing. Mr Macfarlane also expressed concerns over the future of the Apollo Youth Centre but the Chair advised everyone at the meeting that, his understanding was, Campus would be renewing the lease in March 2018. The Apollo Centre would not be affected by Phase 1 of the development but it was not known how long the lease period would be. Cllr Thomas wished it noted that he had not seen anything in writing to substantiate this statement.
7. **Public Session:** [15 minutes on agenda items]. A member of the public asked about the legality of the Barrow Crossing and whether the Ombudsman had been consulted. Cllr Thomas confirmed that effectively the Barrow Crossing was on private property (Network Rail) and therefore they could legally close it if they wished to do so. A member of the public reported that, in his experience as a former Policeman, the problems with Teen Shelter with regard to Anti-social behaviour and drug dealing, was reaching a critical stage and it was attracting youths from outside the area which was further adding to the problems. Another resident had reported various criminal complaints and had received a visit from two PCSOs. They had requested that members of the public reported all incidents to which another resident reported that this had been done but unfortunately there was rarely a police response. A representative from Campus confirmed that Campus would renew the lease for the Apollo Centre in March 2018 and asked if the Council were going to issue an apology for

the misinformation on the lease which was sent as part of HTC comments to WDC's Local Plan consultation. This information was also on the HTC website. Cllr Greenberg reported that the Council had written to Mr Erik Wilcox to explain the reasons behind the misunderstanding and offered to work with Campus and the Apollo Centre to ensure its future survival. There had been no reply from Campus to this letter so far. The representative from Campus was insistent that an apology be made as agreed at the last TDC meeting. The Chair, Cllr Dutton explained that a draft correction was being prepared for submission to WDC and on the Website. Cllr Dutton stated that the Council had not agreed to issue a formal apology since the information was reported in good faith from information received.

8. **Reports on meetings and events attended by Council representatives:** Mrs Janet Huckle reported on Halesworth in Bloom, which despite the tragic loss of Tamsyn Imison, would continue to be active in the Town. HIB meetings were held at the 'Stables', Angel Hotel on the last Monday of the month at 10am. Mrs Huckle also reported on Halesworth Tourism Group, who were now preparing paper versions of various walks in the Blyth Valley. Cllr Maureen Took reported on the Day Centre, whose finances were in good shape despite not having any funding or grants. At the annual sale they managed to raise £450 in 75 minutes. Cllr Took also advised the Council and members of the public that the Day Centre now had equipment available that could assist anyone with hearing difficulties, the loop system was designed to be used with hearing aids.
9. **Committee and Working Group membership.** To review and update the membership of the Committee and Working Groups: The following amendments were agreed; Cllr Fleming would become the representative for SALC and Cllr Fleming reinstated to the London Road Business Plan Working Group. Cllr Took asked whether her role as Chair of the Day Centre was a conflict of interest as she was also the Council's representative for the Day Centre. The Clerk advised that, in his opinion, there was not a conflict of interests as Cllr Took's role was merely reporting back to the Council on the Day Centre's activities.
10. **District & County Reports:** Cllr Goldson was not present at the meeting but had forwarded answers to the questions raised by the Communications Committee on WDC's Parking consultation and other matters. The Clerk was asked to thank Cllr Goldson for his reply.
11. **Teen Shelter:** To receive an update of recent events in the park and to consider the recommendations from Ian Castro of Impact Youth Workers regarding the Teen Shelter. The Council had previously heard from two residents on the problems in the park. Cllr Fleming, declaring an interest as she lived near the shelter, reported on another recent incident where the fire brigade and police had been called out, because someone had started a fire in the shelter. It was noted that the Police did not attend. It had been previously reported that due to the cuts and lack of personnel the Police were unable to devote sufficient time to solve the problems in the park. The Council had previously received advice from Ian Castro of Impact Youth Workers that removing the shelter may solve some of the problems, as had been the case in Carlton Colville. However, it was noted there was a risk that some problems may move to other areas of the town. The Clerk reported that Waveney Norse would remove and store the shelter for £414 and that they would attempt to retain the supporting legs for future installation. After some further debate it was RESOLVED by 5 votes in favour, 2 abstentions and 1 against to remove the teen shelter and store it. The Clerk noted that Cllr Fleming abstained. It was accepted that this was a short term solution which may or may not be affective but the Council wished to consider the long term view and after discussion it was RESOLVED that the Council would consider employing Impact Youth Workers for next year. The Council would in the meantime consider alternative locations for the teen shelter. Furthermore the Council RESOLVED to engage with the Police and all interested stakeholders to develop a strategy which will attempt to address the problems in respect of drug abuse and anti-social behaviour in the town.
12. **Communications Committee:** Councillor Wollweber gave a summary of the report of the Communications Committee meeting held on the 23<sup>rd</sup> October, 2017. Cllr Wollweber reported

on the proposal to erect a 'Welcome to Halesworth' map designed by Simon Raven, which would be erected at the top of Station Road. The map would be free of charge but the Council would need to pay for the installation. The Committee would be increasing the number of MailChimp newsletters and would continue to investigate Facebook. The report was then accepted as a true record.

13. **Barrow Crossing:** To consider a response to Network Rail's letter and what steps to be taken to minimise misuse of the crossing. It was noted that recent observations carried out on two occasions had identified that all those crossing behind the train had in fact just got off the train. Cllr Lewis reported that she had observed other incidents of residents crossing behind the train and even youths jumping down from the platforms and crossing the railway tracks. ESTA were in the process of collating more surveys and observations and it was agreed that this information should be sent to Network Rail. It was also agreed that the Clerk should write to Trevor Garrod to thank ESTA for all their support. It was also RESOLVED that the Clerk writes to Greater Anglia (Abellio) to request that their drivers do not wave people across the Barrow Crossing and to ask if they would warn passengers not to cross behind the train before the train arrives at the station.
14. **Town Development Committee:** Cllr Greenberg presented a brief report of the meeting of the Town Development Committee held on the 9<sup>th</sup> October, 2017. The minutes were then accepted as a true record.

Cllr Thomas left the meeting at 8.14pm and returned at 8.16pm

15. **Urban Improvement Working Group:** The Chair explained that the group would like to share ideas with the residents and businesses on suggestions to improve the Thoroughfare and traffic related issues in Halesworth. The details of these suggestions would be presented to the next Town Development Committee meeting but the Chair was seeking approval to hold the meeting and to book the Edgar Sewter School. It was then RESOLVED that the Urban Improvement Working Group arranges a meeting in December to consult with traders and residents over these suggestions. Date to be confirmed.
16. **Financial Matters:** The report of the Finance & Personnel meeting held on the 16<sup>th</sup> October, 2017 was accepted as a true record.
17. **Free Parking:** To consider the responses so far from the parishes and business and to confirm when a meeting with WDC will be arranged. The Clerk reported that there had been a reasonably good response to the letters requesting contributions and the amount pledged so far was £3,345. The Clerk was hopeful that there would be more contributions pledged in the next few weeks. Cllr Lewis advised the Council that the contributions would need to be higher than last year as WDC were now requiring an increase of £6,000 from the previous year. The Chair reported that he and Cllr Took had arranged a meeting with some of the traders for Tuesday 7<sup>th</sup> November.
18. **Planning:** The minutes of the Extraordinary meeting of the Council held on the 23<sup>rd</sup> October 2017 were accepted as a true record.
19. **Neighbourhood Plan:** To consider the proposal to progress the Neighbourhood Plan (based on WDC advice), to form a NP Steering Group and to appoint two Councillors. Cllr Greenberg explained that a total of 16 people had volunteered and he had since spoken with Jo McCallum, WDC Communities officer, for advice about how to proceed. It was then RESOLVED that the Council approved the proposal to proceed with instigating a Neighbourhood Plan. It was also agreed to invite all the volunteers to an initial meeting to set up the Neighbourhood Plan Steering Group. The group would, with advice from Jo McCallum, determine the membership, terms of reference, code of conduct and appoint a Chair and Secretary. The Clerk will liaise with Cllr Greenberg and Jo McCallum to arrange the first meeting. It was RESOLVED that the Council appointed Cllr Greenberg as the

Council appointed Neighbourhood Plan Steering Group member and would consider appointing a further member if there were any Cllrs wishing to be involved. The Clerk advised that, considering the length of time that the plan would take and the amount of work involved, the Clerk's office did not currently have the resources to provide staff to cover the meetings and all the administrative work. The Council agreed that the group would need to appoint a secretary to undertake this work and that Jo McCallum would be able to advise whether there was any funding to cover this.

20. **London Rd Building:** There were no further updates to report.

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

- a) The Council noted the Twinning Event at the Library 4<sup>th</sup> – 11<sup>th</sup> November, 2017
- b) The Council noted the letter from Ben Carter of SCC Flood and Water Management and the Council agreed to invite Mr Carter to a Town Development meeting and it was agreed to invite representatives from all the local parishes.
- c) WDC request for Councils to choose how they wish to receive budget information. The Council decided it would prefer to receive the briefing note and supporting information by email and to receive budget information from Suffolk County Council and the Police in the same format.

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

#### **Accounts for payment – November, 2017**

<b><u>4047.</u></b>	Halesworth in Bloom – Anglia in Bloom Awards (Chair's Allowance)	239.00
<b><u>4048.</u></b>	Wissett Parish VAS insurance (Road Traffic Regulation Act 1984 s72)	15.60
<b><u>4049.</u></b>	The Little Copy Shop A5 cards and Envelopes (Chair's Allowance)	55.00
<b>DD/Standing Orders:</b>		
<b><u>4050.</u></b>	EDF Energy Electricity Market Place No 2 (Food Act 1984 s 50)	31.00
<b><u>4051.</u></b>	EDF Energy Electricity Market Place No 3 (Food Act 1984 s 50)	25.00
<b><u>4052.</u></b>	Barclays Bank Charges (LGA1972 s111)	29.24
<b><u>4053.</u></b>	Salaries (LGA1972 s111)	2216.24

The meeting was closed 8.43pm