

**Present:** Councillors;

Tony Allen, Peter Dutton (Chair), Anne Fleming, Keith Forster, Keith Greenberg, Rosemary Lewis, Karen Prime, Maureen Took, David Wollweber (Vice Chair).

**In Attendance:** Nick Rees (Clerk), County and District Cllr Tony Goldson, 11 members of the public.

## **MINUTES**

1. **Apologies:** Cllr D Thomas, Cllr S Leverett, Cllr P Widdowson.
2. **Declarations of interest:** Non-pecuniary interests; Cllr A Fleming for 11, Cllr T Allen & Cllr M Took for 15 (Old Station Rd application)
3. **Minutes:** The minutes of the monthly meeting of the Council held on the 5<sup>th</sup> March, 2018 were accepted as a true record.
4. **Matters Arising:** Matters arising from the minutes. The Clerk would circulate the Social Media protocol. It was confirmed that the revised Standing orders were on the website. It was confirmed by the Chair that the Clerk had sent a cheque to Mr Martin Stevens for £50.
5. **Chair's Report:** The Chair reported that there had been several meetings regarding the Teen shelter and most importantly with the Police concerning their support and commitment. The Chair reported on the meeting with the CCG in Beccles, the Chair sympathised with the users of Rayner Green but also recognised that the CCG management who were trying to make the best of a bad situation. The Chair and Cllr Lewis had met with Cllr Goldson on trying to get a breakthrough on the negotiations with WDC over the London Rd building. The Chair reported that he had very much enjoyed attending the launch of the Ink Festival.
6. **Police Report:** The Council had received a written report from Mr Macfarlane.
7. **Public Session:** [15 minutes on agenda items] Mrs Janet Huckle reported that there had been a recent new article on the licencing of Tuk Tuk which suggested that the Council were in favour of licencing Tuk Tuk (motorised and pedal powered three wheel taxis). It was confirmed that Halesworth Town Council had not considered this matter as the clerk had overlooked the original email but this had not meant it was in favour. The Clerk confirmed that he had spoken with WDC's licencing department and HTC had an option to either adopt a 'need not apply' approach or to consider each application individually.

A resident of Blyth Mews, who was concerned that the Council were considering replacing the Teen Shelter back in its original location, stated that if this was the case he would consider taking legal action against the Council under the Human Rights Act 1988.

8. **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 report on the meeting with the CCG regarding the Rayner Green Resource Centre. The Chair reported that he was aware that there had been an application made to register the Patrick Stead hospital as an Asset of Community Value. However he stressed that the Council did not have the resources to manage it and it would need a dedicated group to explore the

options for the building. It was agreed to raise this at the Annual Parish meeting on Thursday 12<sup>th</sup> April.

9. **Council appointed Trustees and reps on outside bodies:** To consider the proposals by Cllr Lewis and Cllr Wollweber for determining ‘reps on outside bodies’ prior to final approval at the Annual Council meeting in May. It was noted that the Clerk had not circulated the review as he had been under the impression it was not completed. However, Cllr Wollweber explained some of the recommendations and this would be reviewed again at the Annual meeting of the Council in May.
10. **District & County Reports:** Cllr Tony Goldson reported on the ‘Dementia Friends’ training that he had organised as part of the Divisional Parish meeting on Wednesday 11<sup>th</sup> April. Unfortunately HTC had an ‘extraordinary’ meeting of the Council on the same night and as a result there were no councillors available to attend.
11. **Teen Shelter:** To consider proposals for relocation. The Chair explained that the proposed site was between the Baseball court and the path leading to the tow path, opposite the footbridge to River Lane. A Teen Shelter Protocol had been drawn up after consultation with the Police, youth workers and WDC’s community officers. The Council would reserve the option to remove the shelter altogether if anti-social behaviour persisted. The Police, although stretched, would monitor the site and log any complaints. The residents of the George Maltings had been consulted but they were currently considering their position and would respond by the end of April. It was important to hear the views of the residents but the decision to reinstate the Teen Shelter in this location was not only dependent on their views. A decision to relocate the shelter needed to be made as soon as possible. The Clerk reported that Waveney Norse had estimated £1600 for reinstating the shelter and this included fabricating extended legs (as they had previously been cut off) and installing a concrete base. It was noted that this would take some time to organise. Cllr prime asked whether the Council were committed to relocating the shelter in this location and if so should the materials be ordered now to save delays later. After some debate it was RESOLVED that the Clerk would attempt to arrange an urgent meeting with the residents as the Council did not want to wait until the end of April. It was also RESOLVED that the Clerk would order the re-installation of the shelter with Waveney Norse so that they could arrange for the necessary materials to be requisitioned.
12. **Communications Committee:** The Council received and accepted the report on the Communications Committee meeting held on the 21<sup>st</sup> March, 2018.
13. **Town Development Committee:** The Council received and accepted the report on the Town Development Committee meeting held on the 12<sup>th</sup> March, 2018
14. **Financial Matters:** The Council received and accepted the report on the Finance Committee meeting held on the 19<sup>th</sup> March, 2018. The Cllr Lewis explained that there was increasing pressure on the budget due to more organisations applying for grants. The Clerk would be investigating whether the repayment of the grant from Campus, which had not been spent due to a change of circumstances, could be utilised in this year budget.
15. **Planning Committee:** The Council received and accepted the reports on the meetings held on the 9<sup>th</sup> March, 2018 and the 26<sup>th</sup> March, 2018. Cllr Greenberg explained that the Committee had been concerned about the development at Old Station Road for a number of reasons, as noted in the minutes, and had also questioned whether this development should be categorised as self-build. This was of interest to the Council because self-build developments could apply to be excluded from paying the Community Infrastructure Levy. Also of note was the development of 200 houses on land South of Chediston Street. The Town Council had recommended refusal and the WDC Planning Officer had listed various reasons why the development contravened WDC’s own Planning Policy but had nevertheless

recommended approval. The application was being considered by WDC's Planning Committee and it was hoped that Cllr Goldson would put forward the Council's view.

16. **Facebook:** To consider the options regarding the Council's Facebook page. Cllr Wollweber explained that there were three options; 1) Not to go ahead with a Facebook page, 2), to use a Councillor's profile (perhaps someone who did not currently use Facebook) and this would allow a group to be set up and the comments could be turned off, or 3) to go for a normal business page where comments could not be turned off. The third option appeared to be the way forward but there were concerns as to how much time the Clerks would need to manage the page. The Clerk could not reasonably estimate the additional workload until the site was up and running but asked the Council to consider a protocol which would give definitive guidelines on what action the Clerks would need to take with regard to questions, comments inaccurate statements, obscenities and so forth. Cllr Wollweber said that the intention was to make it clear that this was an information page only and direct questions would only be answered via the Facebook messaging system. However it was agreed that there were grey areas and so it was RESOLVED to explore option 3 (the business page) and to write a Facebook Protocol to be approved at the next monthly meeting.
17. **Annual Parish Meeting:** The Council had met earlier to consider the format of the Annual Parish meeting scheduled for 12<sup>th</sup> April, 2018 at 7pm at the Edgar Sewter School. A list of subjects had been noted by the Clerk but it was likely most of them would be brought up in discussion via resident's questions. The Council would then discuss any other local matters after the question session was completed.
18. **Neighbourhood Plan Steering Group:** To receive a report and to consider the Service Level Agreement from WDC. Cllr Greenberg reported on recent progress made by the group which included uncovering a possible additional funding source of up to £8,000. It was noted that WDC's advice was that the group were able to produce their own newsletters and press releases but it was agreed that the group would provide a copy for the Clerk to check before publishing. Cllr Greenberg asked the Council to consider WDC's Service Level Agreement which outlined WDC's commitment to supporting the group and assisting them in completing the Neighbourhood Plan. It was RESOLVED that the Council accepted the Service Level Agreement. Cllr Greenberg also asked the Council to approve the form stating the designated area of the Neighbourhood Plan. It was noted that Holton had been consulted but were unable to commit resources at this time. It was therefore proposed and RESOLVED that the designated area of the Neighbourhood Plan was the extent of Halesworth's parish boundary and the Clerk and Cllr Greenberg would complete the application.
19. **London Rd Building:** The Clerk had provided an information pack and a meeting would be arranged shortly to ensure that all the Cllrs were up to speed with the financial implications and various options.
20. **Correspondence:** The Chair asked Councillors to consider questions to be put forward to Anglian Water prior to their meeting with WDC and to send them to the Clerk. Motorised and cycle powered Tuk Tuks consultation: the Clerk explained that Council had to decide if it wished to opt for a 'need not apply' approach or to consider each application individually as explained under item 7. It was necessary to decide at this meeting due to the deadline and whilst the Clerk appreciated that the Council had not considered the matter in detail neither option committed the Council to accepting Tuk Tuk type vehicles. It was noted that any application would need to be reviewed carefully particularly if access was requested in the Thoroughfare as the current restrictions would not allow any motorised vehicles except for access, deliveries and Blue Badge holders. It was then RESOLVED that the Council would agree to consider each application individually.

Halesworth in Bloom proposal: The Council had no objections to the proposal to create another semi-permanent path using bark chippings that followed the Hooker Trail which had been set out last year. This path would start at the entrance of the Park, running South

alongside the hedge and loop around the back of the play area and returning to the main path. The Clerk had consulted with Waveney Norse who had no objections but advised that they would not be able to cut the grass close to the path due to the loose bark. It was understood that HIB would fund the project and maintain the path.

Filming in the Thoroughfare. The Council had been notified that a major new comedy film by Richard Curtis and directed by Danny Boyles requested the use of the Short Stay section of the Thoroughfare Car park from 7am Tuesday May 1<sup>st</sup> to the end of Wednesday May 2<sup>nd</sup>. It was noted that negotiations had taken place with WDC with regard to funding free parking in the Angel link North car park as compensation. There was already an agreement in place to accommodate additional vehicles at the Campus site. It was understood that the HACT bus and deliveries would be allowed to operate as normal. Filming in the Thoroughfare would not restrict access except where it was necessary to stop the traffic for a short period, if filming was required outside. Cllr Prime was concerned that Blue badge holders should be afforded the normal access to the Thoroughfare as it was unreasonable to expect them to use the Angel Link car park. The Clerk reported that he had requested that the disabled bays in the Short Stay (by Durrants) be left available but this had not been agreed at the time of the meeting. The Council agreed that Cllr Greenberg would contact the organisers to obtain more detailed information and to request a contribution. In principle the Council agreed that, although there would be some disruption, it may prove to be of benefit to the Town as long as normal access was retained as far as possible.

The next item 'Complaint against the Council' was considered *in camera*. It was RESOLVED that the Clerk would write to the resident to explain the latest situation.

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

<b>4089.</b>	Halesworth in Bloom s106 payment for Rhododendrons	487.00
<b>4090.</b>	Pearce & Kemp – Arboretum Lighting (LGA & Rating Act 1997 s31)	128.40 + vat
<b>4091.</b>	P Welby salary adj (tax differences to standing orders) (LGA1972 s112)	66.12
<b>4092.</b>	Local Council public Adv Ser. GDPR services (LGA1972 s111)	500.00
<b>4093.</b>	The Halesworth Carpet Shop–Museum carpets (App Finance 20/11/17)900.82 + vat (LGA 1972 s133 maintain public buildings)	
<b>4094.</b>	WDC Skateboard lighting – (Parish Councils Act 1957s3)	490.00 + vat
<b>4095.</b>	WDC Bedingfield Allotments rent – Allotments Act 1908 s23)	5.00
<b>4096.</b>	HMRC Payroll liabilities (LGA 1972 s112)	1894.98
<b>4097.</b>	SALC – Annual Subscription (LGA1972 s111)	1047.07
<b>4098.</b>	Waveney Norse – Market Clean (Food Act 1984 s 50)	174.99 + vat

#### **DD/Standing Orders:**

<b>4099.</b>	Salaries - (LGA1972 s112)	2216.24
<b>4100.</b>	Nest Pensions - (LGA1972 s112)	118.39
<b>4101.</b>	Barclays Bank – Bank Charges (LGA1972 s111)	7.70
<b>4102.</b>	Barclays Bank – Bank Charges (LGA1972 s111)	23.70

#### **Bank & Cash Balances at 31st March, 2018**

Current 728	£81,315.04
Community A/c	£5,273.63
Business Reserves 017	£92,304.78
Petty Cash	£52.38

The meeting was closed at 9.40pm