



**Present:** Councillors; P Dutton, D Thomas (Chair), K Greenberg, D Wollweber, R Lewis, M Took, A Fleming.

**In Attendance:** P Welby (Assistant Clerk), David Spark (Ground Work East) and two members of the public.

**Pre-Agenda Item** – David Spark from Groundwork spoke to the Committee regarding the Yellow Fish Project. This has been successfully rolled out in Essex. The project will focus on three towns in Suffolk that have a river in an urban setting, Framlingham, Saxmundham and Halesworth. All three towns have shown high levels of phosphates in the rivers downstream from the towns. Between two and eight times the permitted levels. The project will be focusing on educating businesses in Halesworth to remember the guideline of ‘only rain down the drain’. This is asking businesses to monitor what they are flushing down surface water drains that lead in to the river. The phosphate levels can come from industrial cleaners. The Yellow Fish project is not looking for monetary support but support in getting the message out in to the business community. The committee agreed to recommend supporting the project to the Town Council.

## **AGENDA**

1. **Apologies:** Councillors K Forster and S Leverett
2. **Declarations of interest:** None.
3. **Minutes:** Cllr Dutton pointed out a typo at section six and asked that the phrase ‘no traders came to the exhibition’ be inserted in at section nine. The minutes were then accepted with these corrections.
4. **Matters arising from the minutes** – Cllr Wollweber asked if the Clerk’s emergency phone had been set up. The Assistant Clerk advised that it was being ordered. Cllr Greenberg asked whether the Assistant Clerk had details of the CIL money available and if a continuation of the discussion about being proactive in looking for projects to spend the money on could happen at section 11. Cllr Thomas proposed that to avoid repetition ‘car parking’ be taken off the Town Development Committee agenda and that Neighbourhood Plan was not a working group of the Town Development Committee and should also be removed. This was seconded by Cllr Dutton. All in favour.
5. **WDC Local Plan monitoring report** – Cllr Thomas drew the Committee’s attention to the WDC Local Plan monitoring report. This is concerned with the previous Local Plan. The Town Council now needs to concern itself with the new Local Plan which is currently being approved. Cllr Greenberg asked that his report from the last Neighbourhood Plan meeting be circulated to members of the Committee.
6. **SCC Flood Project** – Cllr Thomas is still mapping the waterways and has asked SCC to check who is responsible for the Wissett waterways.
7. **Emergency Plan** – The emergency phone number will be made available when the phone is received at the Clerk’s office.
8. **Closure of Lloyds Bank** – The Assistant Clerk reported that she was still waiting for WDC and Norse to confirm a date for moving it. She also said the move would be publicised when the date was confirmed.

9. **Car Parking** – Cllr Prime reported that she had four more business donations and another resident donation to give to the Council. This item will no longer be on the TDC agenda.
10. **Urban Improvement Working Group** – Cllr Dutton reported that it is the group’s intention to have a meeting with Thoroughfare businesses to present problem areas and to hopefully discuss solutions.
11. **CIL and S106 projects** – The Council has over £9000 of CIL money to spend over the next five years. Cllr Greenberg asked that the Council begin discussions as to what the money could be used for.
12. **Neighbourhood Plan** – This has been removed from the Town Development agenda. An update was given at the full Council meeting.
13. **Cherry Trees at Bedingfield Crescent** – Cllr Dutton reported that there was already a small tree on the site of the new trees and that he would investigate to make sure that it was not a memorial tree. The Clerk’s office has not had any response from residents of Bedingfield Close or Durban Close.
14. **Website** – The Clerk’s office will put the emergency phone number on the website when it is available. Cllr Greenberg also asked that a link to the Neighbourhood Plan group’s minutes be put on the website.
15. **Maintenance** – The Clerk has ordered new padlocks for the bollards outside the London Road building. Cllr Wollweber suggested a key safe option on the wall so as not to necessitate the need for many keys.
16. **Correspondence:** The Council had received a letter from HACT alerting them to the possibility of new government guidelines that would have serious impact on how they operate. It was decided to wait for the guidelines to be finalised and announced to see what help the Council can give HACT.

The meeting closed at 7.45pm.