



Present: Councillors;

Anne Fleming (Chair), Ann Baldwin, Peter Dutton, Rosemary Lewis, Andrew Payne, David Thomas (Vice Chair), Maureen Took, Paul Widdowson, Sandra Leverett (after co-option), Iona Winton (after co – option)

In Attendance: N J Rees (Clerk), District Councillor Letitia Smith, 16 members of the public

Minutes

1. **Apologies:** Cllr A Payne, Cllr J Wagner
2. **Declarations of interest:** Non Pecuniary interests: Cllr P Widdowson for items, 5, 12 & 13, Cllr D Thomas for item 5, Cllr A Fleming for item 5, Cllr P Dutton for item 5, Cllr M Took for items 5 & 11, Cllr R Lewis for item 5, Cllr A Baldwin for item 5 and Cllr S Leverett for item 12 (2) for HPFA (declared after being co-opted)
3. **Minutes:** The minutes of the monthly meeting of the Council held on 6th July, 2015 was accepted as a true record.
4. **Chair's Report:** The Chair reported that the Consultation on Health at the Cut had been very well attended and loud speakers were set up in the Restaurant area for all those unable to get in. The Chair had an invitation to look at the Men's Sheds new premises on the 14th July, on the 17th July she had met the judges for Anglia in Bloom, on the 21st July the Chair attended a very good presentation at the Skills Centre by Pulse who will be building the sports facilities and on the 23rd July the Chair attended the Churches Together AGM and spoke about the possibility of Halesworth becoming a Fair Trade town. On the 27th July there was a Halesworth Business Connections breakfast at the Golf Club attended by Cllr D Thomas and A Payne. The Chair reported that there had been a set back with the planned Councillor training sessions but it was hoped that new dates would be sorted out soon. On the 30th July the Chair travelled with Halesworth in Bloom volunteers to Hunstanton to see what had been achieved and to take back any ideas. The Chair reminded everyone that the Heritage Open Days event was starting on the 12th September and also on the same weekend there was the Historic Churches Bike Ride.
5. **Co-option of two Councillors:**
 - a) To consider the applicants that have applied for the two Councillor spaces remaining from the Elections in May. There were three applicants; David Wollweber, Iona Winton and Sandra Leverett. RESOLVED that after a closed ballot Iona Winton and Sandra Leverett were appointed as Town Councillors.
 - b) To receive the declarations of acceptance of office and to note any declarations of interest. The Declarations of Acceptance of Office were duly signed in the presence of the Town Clerk and Cllr S Leverett declared an interest in item 12.2 HPFA (as noted above)
6. **Police Report:** To receive a monthly report. It was noted that there was no Police representation at the meeting and that a report had not been submitted. It was agreed that the Clerk would contact PC Simon Green to ask what had happened and on a request from Cllr Lewis ask about the Wotsits Shop window incident. Cllr Thomas also requested that the Clerk asks about Special Constables and whether it was possible to have one for Halesworth and also what was the purpose of the Yellow Phone outside the Police Station.
7. **Public Session:** [15 minutes on agenda items] Janet Huckle asked about an incident involving a Police Car going the wrong way down the Thoroughfare and better signage was needed. Bernard Mills asked about Patrick Stead Hospital, the Chair explained the latest

position but also took the opportunity to read out a letter from the Clinical Commissioning Group regarding the temporary suspension of admission to Southwold Hospital for three months and that Beccles, Northgate and Patrick Stead will also be running at a reduced capacity due to staff shortages. The Chair pointed out that this letter had not been distributed to Halesworth Town Council and the Chair had since written to the CCG twice to ask them to ensure that Halesworth is kept fully informed. Mr Clive Mitchell asked about why the Planning applications had been considered at a separate meeting, the Clerk and the Cllr P Dutton explained that there was a dedicated Planning Committee which met as and when required to ensure the applications were reviewed in WDC'S statutory 21 day notice period. This Planning meeting had been properly advertised on the Notice Board and website. Mr W Jones raised concerns over the condition of the old traditional mile stones on the edge of town (in particular the one on Wissett Rd) and this was duly noted. Mr M Imison asked what decision was made on the Chinny's planning application. Cllr P Dutton (Chair of the Planning Committee) confirmed that the application had been passed and the reasons for the decision. Mr S Gagg asked about the proposed signs in the town for the Market Place etc, Cllr D Thomas explained that this would be going ahead in the next two months.

8. **Planning Committee:** The minutes from the meeting held on the 5th August 2015 were accepted as a true record. Cllr P Dutton gave a brief update on the 4G Mast application which despite Halesworth Town Council's objections was finally passed by Waveney District Council. It was reported that Cllr A Fleming and Cllr Dutton had attended a very useful meeting with Waveney District Council Planners to introduce themselves and to understand how their system worked and to discuss all the projects in the area.
9. **Town Development Committee:** To receive the minutes from the meeting held on the 20th July and to receive any updates. Cllr Thomas wished to quash rumours circulating on Facebook that the Council was meeting in secret. This was not the case, all Committees and Sub-Committees were working strictly within the legal guidelines and no decisions were ever made in private. Cllr Thomas reported that the Neighbourhood Plan had been discussed at the last Town Development meeting and Cllrs Thomas, Dutton and Fleming were given the task of assessing the financial implications and the timescales for implementing a Neighbourhood Plan. Cllr Thomas advised the Council that he considered a Neighbourhood Plan was very important for Halesworth for the following reasons; it would enable the Council to develop a housing strategy for Halesworth which would include affordable housing, this would then become a legal document. Cllr Thomas confirmed that Waveney District Council would provide funding to assist the Council in preparing the Plan. The Plan would also ensure that the designated 'Open Spaces' were legally protected. Cllr Thomas explained that the first phase of implementing a Neighbourhood Plan was to make a submission to WDC to outline the Council's intentions for the area. This submission was currently being worked on and would be brought to the Council for discussion. It was noted that the current Town Plan was already out of date, in particular with the Health section and Campus development. The sections on Historic Heritage, Wildlife and Rights of Way were currently being worked on and these would be included in due course. Cllr S Leverett acknowledged that Mr Richard Woolnough had put a lot of time and effort into the original town Plan and that this was always intended to be a living document and a spring board for developing a Neighbourhood Plan. The minutes from the meeting held on the 20th July were then accepted as a true record.

10. **Communications:**

- a) To receive the report from the meeting of the Communication Working Group held on the 24th July and to receive any updates. Cllr Ann Baldwin wish to note that the report was for information only and that the recommendations would be brought to the Town Development
- b) Media information display monitor: To consider options to display agendas and events on a monitor in the Library and/or other locations. The Chair noted that this matter was in its early stages and various options were being considered.
11. **GAPPA:** To receive a report from the last meeting and to review any actions requiring Council approval. Cllr M Took reported that the group were still some way from reaching the financial

target. Cllr Thomas asked the Council to consider whether GAPPa could use the office photocopying for leaflets and posters. Exact quantities were not known but it was RESOLVED that the Council agreed that GAPPa could use the Photocopier but the Clerk would monitor the use over a month and report costs to the Finance Committee. Cllr S Leverett wondered what impact the Waveney District Council's Open Space Needs assessment may have on GAPPa's plans as it all relates to the Town Park, Green spaces etc. It was agreed that this would be reviewed by the Town Development Committee.

12. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors. 1a) **Health:** Cllr Thomas presented a report to the Council. The Chair also read out the Council's response to the CCG Public Consultation, this report would be posted on to the website and also included in the next edition of the Community News. 1b) **Health,** to appoint a deputy representative for Health: RESOLVED That the Council appointed Mr Malcom Ballantine as the deputy representative for Health. Mr Ballantine, the current Chair of the Patient Participation Group for Cutlers Hill Surgery, accepted the position but informed the Council that he would be unable to attend Council meetings on a Monday between December and April however he would work closely with Cllr Thomas. 2) **HPFA,** The Council received and noted the report and also noted that the purchase price quoted should have read £3 Million 3) **Halesworth Division Parish Meeting:** The report from the Halesworth Division Parish Meeting meeting held in Wangford on the 31st August was noted and accepted. Cllr Thomas explained that the Speed signs had been put up temporarily as a trial but that Halesworth would have them back for a longer period next time. Cllr Thomas thanked the Clerk and his Son for putting them up 4) **Rifle Hall:** Cllr P Widdowson reported that in future the Trustees would provide the minutes of their meetings which would replace Cllr Widdowson's monthly reports. The next meeting will be on the 8th October and the AGM will be on the 21st October which will launch the Friends of the Rifle Hall.
13. **District & County Reports:** To receive any reports from the District & County Councillors: Cllr Tony Goldson was not present but District Cllr Letitia Smith gave a report on the many WDC meetings and training events that she had attended. Cllr S Leverett and Cllr R Lewis both raised questions on the potential loss of car parking spaces with the Bus Hub plans and the problems that the Antiques Fair experienced with parking. Cllr Smith asked in future if someone could take photographic evidence when these problem arose. The Bus Hub was then discussed at some length with questions and contributions from the public on whether it was a good idea or not. Cllr P Dutton explained that it was difficult to ascertain from SCC the exact situation with the Bus Hub plans, he had however looked at the argument for the bus hub on the grounds of safety but the Police had confirmed that there had only been four accidents since 2012 and none of these involved the buses. It was a very complicated matter and it would be discussed again at another meeting. Mr E Leverett asked three questions; whether there were plans to sell the car park behind Musker McKintyre, was is it true that Suffolk County Council were withdrawing the subsidies from the buses and was it the case that WDC were going to be charging for emptying the green wheelie bins. Cllr Smith was unable to give any details on the first two questions but would try and find out, Cllr Smith confirmed that WDC were currently reviewing the green bins but nothing has been decided as yet and Cllr Smith would confirm whether the public would be consulted.
14. **Financial Matters:** The report of the Finance & Personnel Committee meeting held on the 20th July 2015 was accepted as a true record. Cllr R Lewis confirmed that any grant applications would be considered in October.
15. **Parish Meeting & Priorities:** The Chair confirmed that the Parish meeting would be on the 9th September at 7pm at the Edgar Sewter School. The Council had reviewed the Councillor's priorities and it had been established and these were; Communications, Neighbourhood Plan, Sports Facilities, Transport, Community Centre, Car Parking and the maintenance of the Town. The parish meeting would collect further suggestions from the residents.
16. **Correspondence:**
 - a) Chediston Street speeding – Ann Constanti The Chair read out the letter from Ann Constanti regarding speeding in Chediston Street. The Clerk confirmed that he had asked

Suffolk County Council for their advice and options for reducing speeds in this street. SCC confirmed that they had previously conducted a speed assessment but this had not flagged up an issue. The introduction of 20mph signs may be an option but this should be considered carefully as this may set a precedent for other streets which may or may not have a higher priority. Speed humps were ruled out on the cost of installing them and the fact that they can be a noise nuisance. Cllr Took asked whether painting speed signs on the road may be beneficial. The Clerk would ask SCC if this was possible. Ann Constanti said that Chediston Street had its own particular problems with doors opening on to the street, very narrow pavements and cars parked on each side of the road. Cllr Dutton suggested that if all residents in Chediston Street were complaining then SCC may take notice.

- b) WDC Annual Parish Budget Review Liaison Meeting 12th November 6.30pm: The Chair confirmed that Cllrs would be attending and a report would come back to the Council

17. Accounts for Payment: RESOLVED that the following accounts for payment were approved:

3698.	EPS Transfers Roundabout Signs (to be recovered from sponsors)	780 + vat
3699.	EPS Transfers Prints for Town Signs	30 + vat
3700.	Waveney Norse Install Roundabout signs (to be recovered from sponsors)	1,280 + vat
3701.	Waveney Norse - Replace broken Perspex on Notice Board	103.25 + vat
3702.	Rialtas Accounts software licence	111.00 + vat
3703.	SALC Councillors Guide Books	26.36 + vat
3704.	Viking Office supplies	32.70
3705.	NALC Local Council Award Scheme	50.00 + vat
3706.	The Little Copy Shop	44.00
3707.	Essex & Suffolk Water –Swan Lane	113.03
3708.	Essex & Suffolk Water – Bedingfield	31.86
3709.	Essex & Suffolk Water- Saxon	48.09
3710.	Edgar Sewter – Public Meeting hire of hall	52.00

DD/Standing Orders

3711.	Salaries	1626.15
3712.	BT Business Phone and Broadband	160.96
3713.	EDF – Market Place 1, 2 & 3 (19.48+31.62+26.58)	77.68

Bank & Cash Balances as at 31st August, 2015

Current 728	£49,927.77
Comm A/c	£5,266.12
Bus Res 017	£92,173.65

The meeting was closed at 8.50pm