



HALESWORTH TOWN COUNCIL

Minutes of the monthly meeting
Halesworth Town Council
Monday 13th April, 2015
The Day Room, Waveney Local Office
London Road, Halesworth, at 7pm

Present: Councillors;
Mrs A Dunning, Mrs J Berry; Mrs M Took; Mrs J Wagner; Mr J Wagner.

In Attendance: Mr N Rees (Acting Clerk), 25 members of the public

Minutes

1. **Apologies:** Cllr L Cooke, Cllr P Widdowson, Cllr L Smith, Cllr N Bocking
2. **Declarations of interest:** Cllr M Took for item 8c & 9, Cllr A Dunning for item 8c, 8e & 9.
3. **Minutes:** RESOLVED; It was agreed that the minutes of the monthly meeting held on the 2nd March 2015 were accepted as a true record

The meeting was adjourned at 7.05pm

4. **Police Report:** PCSO Shaquille Goldsmith read the Police report and explained that the high number of incidents in March compared to the previous year was largely due to 31 graffiti crimes involving the same person (s). The Police had arrested one individual but they had since been released on bail. Other crimes involved 5 thefts and a burglary of a house in Jermyn Way and a burglary of items from a garage in Andrew Johnston Way.
5. **Public Session** Mrs Sandra Leverett asked whether the Council would consider if the new Clerk would be Cilca trained, the Chair replied that this would be discussed under item 14 but that the Council would expect any new Clerk to study for this certification.

The meeting was reconvened 7.13pm

6. **Reports on meetings and events attended by Council representatives:** The Council received and noted the Rifle Hall Report from Cllr P Widdowson and the Transport report from Cllr N Bocking.
7. **District & County Reports:** There were no reports from District Councillors as both Councillors were absent and currently under the restrictions of 'Purdah'.
8. **Financial Matters:**
 - a) **Financial statement:** The Council received and noted the financial statement for the year 2014/2015
 - b) **Day Centre:** RESOLVED that the Council approved the recommendation from the Finance Committee to increase the donation to £12 per meeting for the year 2014/2015 and until agreed otherwise.

The meeting was adjourned

Verbal report received from Mrs Jane Kircher, the chair of the GAPPA working party. Mrs Kircher explained the progress that the group were making towards improving the play equipment in the Town Park.

The meeting was reconvened.

- c) **GAPPA:** The Council considered the recommendation of the Finance Committee to contribute £5,000 towards the project from the 2014/2015 budget. After referring to the Acting Clerk and the financial statement for 2014/2015, on a proposition it was

RESOLVED that the Council would increase this to £10,000. The funds would be ring fenced by the Council solely for GAPPA to use to improve the play equipment in the park.

- d) **Defibrillator:** The Council considered the recommendation of the Finance Committee and it was RESOLVED that the legal fees of £1,500 are paid by the Council to enable the defibrillator to be installed in the Lloyds Cash Point room.

The meeting was adjourned

Report received from Mr Alan Holzer secretary of the HPFA who explained the cash flow difficulties that the association were experiencing.

The meeting was reconvened

- e) **Halesworth Playing Fields Association:** Legal Fees: RESOLVED that the Council would initially make a payment to the HPFA of one year of legal fees (up to the April 2016) at the monthly retaining fee of £200 per month and that a commitment would be made beyond April 2016 up to a maximum of £5,000 if necessary. The initial payment would be for £2,400 and would cover the period May 2015 – April 2016.
- f) **Halesworth Tourism Group:** Website costs: The Council considered the recommendation of the Finance Committee and it was RESOLVED to approve the grant application for £540 towards meeting some of the costs of the website.
- g) **Suffolk County Council:** Edgar Sewter School layby alterations. The Council noted that there was not a recommendation from the Finance Committee but also noted the answers from Cllr Tony Goldson to questions raised by Councillors about the scheme. The Council felt that it was still not in a position to approve the grant without further consultation with Cllr Tony Goldson. District Cllr L Smith who may have been able to advise the Council was also not present at the meeting and so it was RESOLVED to defer the application.
- h) **Dog Bin:** The Council considered the recommendation of the Finance Committee that the Acting Clerk be given a budget of £1,000 to purchase three dog waste bins provided that Waveney Norse were agreeable to empty the additional bins. It was RESOLVED that the Acting Clerk could purchase up to three additional bins within the budget but that he should investigate other sources to achieve the best price possible.
9. **G.A.P.P.A:** Play partnership working group: This item was covered under item 8c.
10. **Patrick Stead:** Cllr Mrs J Wagner read out the letter received from Dr Kell and the Council noted the good news that Halesworth Health had selected Castle Meadow Care as its care provider and that the inpatient beds had been re-opened. Halesworth Health were continuing to work hard to ensure the long term future of health care in Halesworth and had presented their plans at the recent Halesworth Rising event in March.
11. **Elections:** The Chair congratulated the newly elected members of the Town Council who would take office on May 11th 2015, some of whom were present at the meeting and were invited to introduce themselves. Cllr Mrs J Wagner thanked the Chair Cllr Dunning on completing two years as Chair with quiet dignity during a particularly difficult period and that it had been a pleasure to work with her.
12. **Correspondence:**
- a) The Council received and noted the letter requesting support for the Campus Project from Cllr Tony Goldson and after some debate it was RESOLVED that 10% of any future CIL (Community Infrastructure Levy) received over the next two year period would be donated to the Campus group and 5% directly to the Town Council.
- b) The Council noted that notice had been given that the Registrar's office will be operating from the Library
13. **Accounts for Payment:** The Council approved the following payments:-
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| 3648. | Community Action Suffolk Membership | 30.00 |
| 3649. | EON Festive lights | 267.67 |
| 3650. | Council Insurance – (Community Action Suffolk) | 1711.55 |

3651.	Day Centre Insurance – (Community Action Suffolk)	288.21
3652.	Salaries	1320.00
3653.	Waveney Norse – Market Clean	210.00
3654.	WDC Allotments Rent	5.00
3655.	WDC Town Park Electricity Contribution	600.00
3656.	WDC Office Rates (to be reimbursed)	576.00
3657.	Abellio Greater Anglia – Station Building Rent	410.64
3658.	SALC Subscription	956.00
3659.	Spark Media - Website Hosting	180.00
3660.	ICO data protection registration fee	30.00
3661.	SLCC Membership	167.00

Agreed at the meeting

3662.	Halesworth Tourism Group Grant	540.00
3663.	Day Centre Meetings (12 x £12.00)	144.00
3664.	HPFA Legal Fees	2400.00

14. Employment

The Chair read out a statement that *'That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be excluded and they are instructed to withdraw'*.

Members of the public left the building and the Acting Clerk retired upstairs to the office.

- a) **To consider approval of the Clerk's contract of employment and job description as amended.** This item was held in camera and does not form part of the public records.

Members of the public and the Acting Clerk returned to the meeting at 8.34pm

- b) **To consider the recommendations of the Employment Committee for the employment of a permanent Town Clerk.** The Chair on behalf of the Council offered a permanent contract to the Acting Clerk and confirmed that this was the unanimous decision of the Council and that the necessary paperwork would be provided via email the next day.

The meeting was closed at 8.35pm