

**Present:** Councillors;

Peter Dutton (Chair), Anne Fleming, Keith Forster, Keith Greenberg, Rosemary Lewis, Karen Prime, Jill Reece, Maureen Took, David Wollweber (Vice Chair), Paul Widdowson.

**In Attendance:** Phillippa Welby (Assistant Clerk), Cllr Tony Goldson (WDC & SCC), 2 members of the public.

## **Minutes**

1. **Apologies:** Cllr Tony Allen, Cllr David Thomas
2. **Declarations of interest:** Non-pecuniary interests: Cllr Widdowson items 7, 8, 18 and Cllr Prime item 18.
3. **Minutes:** The minutes of the monthly meeting held on the 4<sup>th</sup> March 2019 was accepted as a true record with the following amendments. Under section 7 the minutes should read European Court of Justice no EU and under section 12 it should read A144 not A143.
4. **Matters arising from the Minutes:** These will all be covered by items on the agenda.
5. **Chair's Report:** The Chair along with a small committee have decided on the winner of the inaugural Tamsyn Imison award. There were six nominations and the winner will be announced in May. The Chair also attended a Tourism Group focus meeting on how to promote Halesworth as a destination in new ways. This group will present a summary of their findings. The Chair and Clerk also met the Highways representative responsible for Halesworth who explained that they are looking to divest certain responsibilities to Town and Parish Councils who can then arrange to have the work done at its own expense (with Highways permission) by a contractor.
6. **Public Session:** [15 minutes on agenda items] A member of the public asked why the public session was not at the end of the meeting enabling members of the public to comment on items discussed by Cllrs. Cllr Goldson explained that this is meeting of the Council held in public not a public meeting. Therefore, the public session is at the beginning to allow members of the public to raise any pertinent issues to them, regarding items on the agenda, to then allow the Cllrs to comment when the item is discussed.
7. **Reports on meetings and events attended by Council representatives:** Cllr Greenberg attended the District Council planning meeting regarding the proposed Chediston Street development, which will be covered under item 13. Cllr Lewis attended the ESTA meeting and has circulated the newsletter.
8. **District & County Reports:** Cllr Goldson (SCC) informed the Council that he may be able to help with some of the Highways issues discussed in the Chair's meeting from within his own Highways budget.
9. **Bus Services:** Cllr Lewis attended the meeting that Trevor Garrod from ESTA held in the library to explain the new bus timetables and to gather comments from service users. Bus

stops will no longer have copies of the bus timetables at them but you are able to get paper copies from the library or download them from the Firstbus website. Cllr Prime also pointed that there was an app for bus time tables as well and asked that the link be shared on the Council Facebook page. The buses no longer go down Bungay Road for the railway station. Passengers have to alight from the bus from in Norwich Road and walk down to the station. Cllr Goldson asked that the Clerk forward the comments collected by ESTA to him.

10. **Mansion House roof repairs:** Cllr Greenberg reported that following the meeting with Emergency Group that they were still waiting for the insurers to cost permanent hoardings around the scaffold that could then have pictures of Halesworth or the like printed on them. Cllr Lewis reported that the Halesworth and Blyth Valley Partnership would like to contribute to the permanent hoardings.
11. **Sizewell Consultation:** The SZC response to stage 3 has now been submitted to EDF with a copy to SCC.
12. **Highways Working Group:** The group had recently looked at road signs in the town that needed changing due to being incorrect. The group have asked Highways for a price for the work. If Highways will divest this responsibility to the Council then it may be possible to get a contractor to take on the works at a more competitive rate.
13. **Planning:** The Council received and noted the report on the meeting held on the 8<sup>th</sup> March. Cllr Greenberg commented on item 5b in the planning minutes (the application from Hopkins Homes regarding landscape management). This has since been approved by WDC. The Council were concerned over the future management of the wildlife areas. Cllr Goldson stated that it was a condition of planning permission that the area be managed after the developer had finished at the site. Cllr Greenberg along with Cllr Fleming and 2 local residents also attended the WDC planning committee meeting regarding the Chediston Street application for 200 houses. The application was debated strongly by the committee who did not look favourably on the scheme but approved the application in line with the Local Plan. The committee remarked that this application has some of the strongest conditions seen on an application with the addition of time limits in which these have to be met. Cllr Greenberg urged the new Council coming in May to take an interest in this development and attend site meetings. He also thanked and this was endorsed by Cllr Fleming, Cllr Goldson for his input in to the committee meeting representing Halesworth.
14. **Communications Committee:** Cllr Wollweber reported that a Communications Committee meeting was planned for 3<sup>rd</sup> April.
15. **Community Centre Working Group:** There had been no recent meeting. Cllr Dutton said the incoming Council would have several projects to oversee; the Community Centre, the London Road building, and possibly the Park, toilets and play areas. It was **RESOLVED** that a work group be established whose objective is to agree with WDC/ESC a project for disposal of the LRB, the construction of a new HTC Community Centre, the transfer to HTC on an economically sustainable basis, the Town Park, toilets and the open spaces/play area currently owned by WDC and to terminate the current LRB and Community Centre work groups.
16. **Community Infrastructure Working Group:** The Council received and noted the report on the meeting held on the 18<sup>th</sup> March, 2019. Cllr Greenberg had previously circulated the reply to SCC CIL bid. It was **RESOLVED** to redraft the reply focusing on a more collaborative approach and circulate to Cllrs. Once agreed this would then be sent the author of the bid.
17. **CCTV Working Group:** Cllr Forster reported that a meeting with businesses owners where possible CCTV cameras would be sited was being set up and that quotes for a broadband connection needed to be obtained.

18. **Free Parking:** The Clerk's office had received an email from WDC confirming the changes to the free parking in Halesworth.
19. **Financial Matters:** The Council received and noted the report on the meeting held on the 18<sup>th</sup> March, 2019
20. **Neighbourhood Plan Steering Group:** The Council received and noted the report on the meeting held on the 20<sup>th</sup> March, 2019. Cllr Greenberg reported on the delay on applying for Locality funding, this will be used to pay the consultant from Navigus that the group has engaged for survey analysis. The Debenham Chair will be attending the April meeting to give insight in to their experience of going through the NP process. The group does need more volunteers to help spread the workload especially from the younger demographic of 25 – 40 but the group are happy to welcome anyone with a genuine interest in shaping Halesworth's future.
21. **Open Spaces:** This was covered in the Community Centre working group section.
22. **Maintenance:** None to report this month.
23. **Correspondence:** The Clerk's office had received an email from WDC regarding funding for a clean up project. Halesworth had been awarded £1289.96 to fund a High Street Community clean up. Cllr Prime suggested getting the weeds sprayed in Thoroughfare. The Cllrs were asked to think of any other suggestions and contact the Clerk.  
Cllr Reece attended the HACT AGM. The current government have stated that they are committed to the survival of not for profit community buses, especially in rural areas. If the buses are travelling journeys of under 10 miles and having little impact on commercial vehicles then a permit can be applied for. It was **RESOLVED** that a letter of support from HTC would be sent if needed, if HACT applied for a permit.  
The Clerk's office had been sent details of a possible TRO change for Wissett Close and Mill Hill Drive both off Wissett Road. The plan is to put double yellow lines at both junctions and introduce school time waiting restrictions. It was **RESOLVED** that the Council supported the proposed TRO. Cllr Greenberg stated that the children being dropped off at school still need to park somewhere and this may well move the problem elsewhere. Cllr Prime asked whether she could contact Edgar Sewter School to ask whether they would consider a drop off zone like the one at Holton St Peter primary which by all accounts works well and does alleviate some of the parking problems. It was **RESOLVED** that Cllr Prime would contact Miss Milk the head teacher at Edgar Sewter to discuss the drop off zone.

24. **Items for the Website/Noticeboard/Newsletters/Library.**

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

<b>4282.</b>	K Greenberg – WDC Planning Committee meeting (travelling) LGA 1972 s174	20.70
<b>4283.</b>	House of Flags – Bespoke Flag for Town Park LGA 1972 s144	295.99 + vat
<b>4284.</b>	Mustard Creative – Annual website hosting LGA 1972 s142	150 + vat

**DD/Standing Orders:**

<b>4285.</b>	Barclays Bank charges (LGA1972 s111)	12.65
<b>4286.</b>	Salaries - (LGA1972 s112)	2,382.35
<b>4287.</b>	Nest – Pension - (LGA1972 s112)	130.96

**Bank & Cash Balances at 29<sup>th</sup> March, 2019**

Current 728	£132,444.36
Community A/c	£5,284.15

Business Reserves 017	£92,489.02
Petty Cash	£100.43

26. **Staff Matters:** *The following item was held in Camera* To review the Personnel Working groups recommendations for pensions and salaries. Members of the public and Assistant Clerk left the meeting at this point. The Assistant Clerk was informed on her return that the Council had **RESOLVED** to agree the pay rises for the Clerk from SCP32/26 to SCP35/29 and the Assistant Clerk from LC1 SCP22/12 to LC2 SCP25/18. It was also **RESOLVED** that the Council agreed to join the Local Government Pension Scheme and that the Council would make any necessary adjustments to the Clerk's pension dating back to April 2016 in accordance with his contract of employment and the advice received from the Local Council Public Advisory Service. The Assistant Clerk will also receive a letter asking whether or not she wishes to join the Local Government Pension scheme.

Cllr Greenberg also added that he would like to thank Cllr Dutton for being Chair for the last two years.

The meeting was closed at 8.51pm