

Present: Councillors;

Tony Allen, Ben Chadwick, Annette Dunning, Peter Dutton, Anne Fleming, Rosemary Lewis, Karen Prime, Jill Reece, David Thomas, David Wollweber (Chair).

In Attendance: N Rees (Town Clerk) District and County Cllr Tony Goldson, 4 members of the public.

Minutes

1. Apologies: Cllr Maureen Took, Cllr Jackie Wagner, District Cllr Alison Cackett
2. Declarations of interest: Non-pecuniary interests: Cllr Wollweber for item 19, Cllr Lewis for item 19.
3. Minutes: The minutes of the monthly meeting held on the 2nd December, 2020 was accepted as a true record with the amendment that the proposal under item 9 was for an Environment Committee and not a Working Group.
4. Matters arising from the Minutes: Cllr Dutton asked about the Environment Agency's recent maintenance and a potential survey of the river. The Clerk confirmed that the EA had reported they had removed some vegetation and cleared obstructions. The Clerk had contacted an independent engineer and she would be obtaining the EA's computer modelling data and would be visiting site in due course. Cllrs expressed different opinions on the causes of the high water levels but more would be learned once the survey had been completed.
5. Chair's Report: The Chair attended the Bungay High School awards and congratulated all those pupils who took part. The Chair also met Bungay's Town Reeve and hoped to arrange a meeting to discuss mutual interests in the near future. The Chair featured on BBC Radio Suffolk's Christmas tour which visited Halesworth on the 19th December, as did other Cllrs, business owners and residents. Everyone took the opportunity to promote the town in a very positive way. The Chair and Cllr Lewis met informally with some Rifle Hall Trustees to learn how they were struggling with the cost of running the building and the possibility that it may close. There would be a public meeting on the 15th of January at the Rifle Hall. The Chair prompted Cllrs to submit their ideas on projects for the town which would be discussed informally in a brain storming session on Monday 13th of January.
6. Public Session: [15 minutes on matters relating to the town] Mrs Janet Huckle reported that there had been an informal Halesworth Tourism Group meeting which the Chair had attended. Mrs Huckle also wished to report on some potential trip hazards in the Thoroughfare and provided the details to the Clerk. Mr Bob Hoggar had written to the Council to draw attention to the imminent destruction of a 100 year old woodland in Leiston which had been approved by East Suffolk Council. Mr Hoggar was present at the meeting and appealed to the Council to write to ESC to help save the woodland, which was to be removed prematurely and possibly pointlessly before a decision had been made on Sizewell C. This was deferred to the new Environment Committee.

7. Reports on meetings and events attended by Council representatives:
 - a) To receive any reports on meetings or events attended by Councillors: Cllr Lewis and Cllr Fleming reported on a successful Christmas Day meal at the Day Centre which was also attended and supported by Cllr Annette Dunning, Cllr Jackie Wagner and District Cllr Tony Goldson. It was hoped this event could be organised again for next year. Cllr Fleming attending a meeting with the Pear Tree Trust and reported that a representative would be happy to meet the Council to explain the role of the facility. Cllr Dutton reported on a meeting with Suffolk Wildlife Trust who were working on river project downstream of Halesworth. Cllr Dutton also reported on the Parishes meeting, chaired by Cllr Goldson where they discussed various community schemes. Cllr Dutton also reported on a recent meeting with SCC Highways, discussed under item 14
It was noted Cllr Dunning, Cllr Dutton and Cllr Reece should be added to the Finance Committee.
 - b) To appoint a councillor for Youth development: Cllr Chadwick volunteered for this role and Cllr Prime offered to support Cllr Chadwick as deputy – lead Cllr.
 - c) To appoint a lead councillor for investigating options on the PSH building: It was noted that any potential project would require a team with specialist skills and knowledge. It was also accepted that if a group of suitably skilled and dedicated people could be found it would need to operate outside of the Council. The Chair accepted this but wished to appoint a Cllr to make the first initial push to see if there was any interest in the town for a community project. It was then RESOLVED that Cllr Thomas was appointed as lead councillor.
8. District & County Reports: This item was taken after item 21 as Cllr Goldson arrived later, after attending another meeting. Cllr Goldson reported that the Parishes meetings would be investigating the possibility of ANPR speed cameras for the area and also they would be following up on the Community Self Help project that Cllr Dutton had agreed to attend for training (item 14).
9. Environment Committee & any changes to existing committees and working groups:
 - a) To determine membership of the committee agreed at the last meeting. Initially there was insufficient members to form the committee but eventually it was RESOLVED that the membership would be Cllr Thomas, Cllr Reece & Cllr Allen. This was the bare minimum needed for a committee but the Chair confirmed that he would endeavour to attend the meetings.
 - b) Update on river maintenance and surveys. As noted under 4.Matters arising.
10. Financial Matters:
 - a) The Council received and approved the report of the meeting held on the 16th December, 2019.
 - b) It was RESOLVED that the Council approved the budget for 2020/2021 as recommended by the Finance Committee
 - c) It was RESOLVED that the Council approved the Precept for 2020/2021 at £116,641.15 as recommended by the Finance Committee. This represented no increase for individual tax payers for 2020/2021 but actually increased the revenue for the Council by £1,641.15 due to the increased number of tax paying residents.
11. General Power of Competence) (Prescribed Conditions) Order 2012. To confirm the following:
 - a) It was CONFIRMED that the number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council
 - b) It was CONFIRMED that the clerk to the parish council holds the Certificate in Local Council Administration.

- c) It was **RESOLVED** that the Council adopted the General Power of Competence (Prescribed Conditions) Order 2012 for the period 7th January 2020 to 6th January 2021 (which comes into force on the day after the day on which it is made).
12. Communications Committee: Cllr Dunning reported that it had not been possible to arrange a meeting prior to Christmas but the committee would meet again shortly.
13. Amenities, Buildings & Park Committee: The Committee had not met since the last monthly meeting. At an earlier point in the meeting, Cllr Thomas wished to put a proposal that this Committee was disbanded, however the Chair asked the members to consider this proposal after the last item on the agenda, as this was related to the Committee's purpose. However, the proposal was not tabled due to time constraints.
14. Highways Working Group: To consider training offered by SCC Highways for the Community Self Help project. Cllr Dutton explained that as the training was free and equipment was provided it made sense for someone from the Council to attend the training session. This would then enable the Council to undertake certain maintenance work on the Highways. This did not necessarily mean that the Town Council agreed with the delegation of Highways maintenance to the Town Council but at least someone would be trained to manage volunteers in the future to undertake these jobs, if agreed by the Council. It was then **RESOLVED** that Cllr Dutton would attend the free training course.
15. CCTV Working Group: Cllr Prime reported that the group had met with East Suffolk Council to obtain pre-application advice in advance of submitting any planning applications. The information and advice had now been received and the group would be meeting this Friday to start preparing applications. Cllr Prime also reported that they would be contacting the remaining property owners and tenants to ask for their co-operation and agreement.
16. Planning Committee: Cllr Dutton reported on the meeting held earlier at 6pm Monday 6th January, 2020.
17. Neighbourhood Plan Steering Group: The Council received and noted the report on the meeting held on the 19th December, 2019. Cllr Allen answered questions relating to the report.
18. Maintenance: Cllr Prime informed the Clerk that a peg was missing off the mini climbing wall and the main roundabout was still stiff to use. The Clerk had inspected the roundabout and thought it had been repaired sufficiently but would investigate again and report the missing peg. Cllr Allen reminded the Clerk that there were still lights out in the Thoroughfare car park. The Clerk would report this to East Suffolk Council.
19. Correspondence:
- a) Museum proposals: The Council received a letter from Halesworth & District Museum proposing two options, to take over the lease of the whole of the Station Building and/or to take over the former Mencap area of the building in addition to the area currently leased to the Museum: The Clerk confirmed that he was still trying to ascertain from Greater Anglia as to whether the lease could be transferred. The Council therefore did not have sufficient information to be able to make a decision on these proposals at this stage. Cllr Dunning raised questions about the Deed of Trust and the list of items mentioned in the Deed of Trust and also whether the Museum had discussed any arrangements with HACT. It was **RESOLVED** that the Clerk and the Station User group would investigate the viability of these proposals and would report back.
- b) Tamsyn Imison Community Project Awards: It was **RESOLVED** that the Town Council would take over the organising of these awards and this would be deferred to the Communications Committee.

- c) It was noted that correspondence had been received regarding damage to the verges, in particular the junction of Hill Farm Rd and Holton Rd. The initial response from the Clerk's office to these concerns was not appreciated by the resident and could perhaps have been more sympathetic. It was agreed that the Clerk would contact the developers/SCC Highways and inform the resident accordingly.

20. Items for the Website/Noticeboard/Newsletters/Library.

21. Accounts for Payment: To approve the accounts for payment.

<u>4282.</u>	HMRC Quarterly Payroll liabilities (LGA 1972 s112)	2485.36
<u>4283.</u>	Day Centre – Annual charge for hire of the hall (LGA 1972 s133)	200.00

DD/Standing Orders:

<u>4284.</u>	Monthly salaries (LGA 1972 s112)	2623.39
<u>4285.</u>	Barclays Bank Charges (LGA 1972 s111)	8.45
<u>4286.</u>	EDF Electricity – Market Place no 2 (Food Act 1984 s50)	24.80
<u>4287.</u>	EDF Electricity – Market Place no 3 (Food Act 1984 s50)	18.33

Bank & Cash Balances at 3rd January 2020

Current 728	£141,221.11
Unity Trust	£62,988.13
Community A/c	£5,292.06
Business Reserves 017	£92,627.44
Petty Cash	£69.88

22. East Suffolk Council: To consider proposals 'in camera'. Following a meeting on the 17th December 2019 with Cllr Goldson, Cllr Wollweber, Chair of the Council, Cllr Dutton, Chair of Planning and Cllr Fleming Chair of the ABP Committee. The Clerk had prepared a report outlining ESC's proposals and this had been circulated to the Council. The Clerk had also provided an estimated summary of income and expenditure projected over five years in support of the document. Cllr Goldson explained the content of the proposal and answered questions from councillors and after a period of debate it was RESOLVED that the Council agreed in principle to the proposals as detailed in the report of the meeting held on the 17th December 2019.

The meeting was closed at 9.15pm