

EXTRAORDINARY COUNCIL MEETING HELD BY ZOOM VIDEO CONFERENCE
In accordance with (The Local Authorities and Police and Crime Panels (Coronavirus)
(Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales)
Regulations 2020)

Present: Councillors;

Tony Allen, Ben Chadwick, Annette Dunning, Peter Dutton, Anne Fleming, Rosemary Lewis, Jill Reece (joined after item 6), David Thomas, Maureen Took, David Wollweber (Chair), Jackie Wagner.

In Attendance: Nick Rees (Town Clerk), no members of the public.

Minutes

1. Apologies: Cllr Karen Prime, District Councillors; Tony Goldson and Alison Cackett
2. Declarations of interest: Non-pecuniary interests; Cllr Thomas for item 8.
3. Minutes: The minutes of the previous 'Extraordinary' meeting held on the 3rd August, 2020 was accepted as a true record.
4. Matters arising from the minutes: None
5. Feedback on the extended Temporary Road Closure and also on whether there is support for a further extension for up to 18 months: To consider the feedback obtained from businesses, shoppers and residents. The Clerk had circulated a collection of the comments received from residents of Halesworth in support of the road closure and its continuation. There had been no objections received. The Clerk reported that Cllrs; Annette Dunning and Jill Reece had spent considerable time in collecting responses from businesses, residents and shoppers and the overwhelming majority were in favour of the road closure continuing. It was noted that all residents with off street parking had been contacted and most, but not all, of the residents without parking had been contacted. The Clerk had spoken to one resident who had asked whether it was possible to have a permit for off-loading shopping or alternatively access to the parking bays. Cllr Dunning reported that there had been concerns by one resident (with off road parking) regarding access during the closure period. They had felt uncomfortable with driving through the Thoroughfare and were unsure as to whether there would be two-way traffic permitted in Bridge Street. The Council on a proposal by Cllr Thomas commended the efforts of Cllr Dunning and Cllr Reece on collecting the feedback for the Council.
6. Thoroughfare and Bridge Street road closure: To consider the following options for extending the road closure for a further 18 months and how this would be enforced.

It was RESOLVED that the Council approved option 1 (below) for a period of up to 18 months retaining the current restrictions between 10am – 2pm Mondays-Saturdays. This option would not negate the Council from considering option 3 at a later date.

1. A TTRO, following on from a TTRN (with no amendments to what was in place under the current TTRN), would not require any further pre-advertising but just needs to be advertised within 14 days of making the TTRO)
2. A TTRO with amendments to what was in the TTRN would need approx. 2 weeks' notice
3. An Experimental TRO would need approx. 3 weeks' notice, to provide sufficient time for the required docs to be prepared, and because the ETO cannot come into effect until 7 days after the ETO has been advertised as made.
4. Remove all current temporary restrictions and revert back to pre-Covid-19 status.

TTRO (Temporary Traffic Regulation Order) TTRN (Temporary Traffic Regulation Notice) ETRO (Experimental Traffic Regulation Order)

7. Halesworth Town Centre Group (HTCG): To consider whether the Town Council will act as a banker for the Town Centre Group's grant awarded to them by ESC. Cllr Thomas raised concerns that he had not been able to establish the structure of the Town Centre group and it was apparent that it did not have a formal constitution. It was an unusual request which was outside the scope of normal Council activities and so it needed investigation. Both he and the Clerk had contacted the Suffolk Association of Local Councils to seek advice and although the response was not definitive, they had suggested the use of a Memorandum of Understanding (MoU). The Clerk had drawn up a draft MoU and had circulated it to the Council. The basis of the MoU established that the Clerk (and therefore the Council by default) would hold the funds, keeping a separate line in the accounts and only after proper authorisation, make payments directly to the suppliers. The HTCG essentially consisted of local traders that communicated together and the purpose of the grant was to establish a website that could direct visitors to local businesses and attractions in the town. It was noted that the Council was pleased that there was a group of Thoroughfare and Market Place businesses working together on this project. It was also noted that the District Council had been involved directly with the group and had subsequently approved the grant. The Council considered the concerns raised over the legal status of this agreement against any perceived risk involved and the desire to assist the group with the project and it was then RESOLVED (with 7 in favour and 3 against) that the Council approved the arrangement to hold the grant monies from ESC on behalf of HTCG, all in accordance with the terms of the MoU.
8. Reps on outside bodies: To appoint a new trustee to HCSL (omitted from the annual meeting) and to consider any other amendments. The Chair explained that the appointment of a trustee to replace Cllr Dutton, following his resignation in March, had been overlooked at the annual meeting and it was therefore important to replace him as soon as possible. Cllr Allen wished to know the reasoning behind the resignation. Cllr Dutton declined to go into details except that he did not agree with the direction that the charity was going. Cllr Dunning requested clarification on the role of a trustee for this position and also noted that she could not recall seeing any reports on the HCSL over the past year. The Chair of HCSL, Cllr Thomas suggested that any councillors interested in becoming trustees should go on the Charity Commission's website which had a very useful document on the roles and responsibilities of trustees and he would be happy to share a copy of HCSL constitution with Cllr Dunning or any other Cllrs if they asked him. After some debate, which so far was not achieving any resolution to appointing another trustee, Cllr Chadwick asked if there was in fact anyone interested in taking up the position. After further debate, the Chair then put this question to the Council but it transpired that there were no volunteers for the role of trustee. Cllr Fleming then proposed and it was RESOLVED that the appointment of a trustee to the HCSL is reviewed again at the next monthly meeting after the Clerk had circulated the document from the Charity Commission and other relevant information and this would also give more time for Cllrs to consider if they wished to volunteer for the position and also that Cllrs would provide reports on any meetings that they had attended for the next meeting.
9. Accounts for Payment: The following accounts were approved for payment:

<u>4512.</u>	N J Rees – Paypal (Monthly subscription) Zoom Pro version (LGA 1972 s111) (August)	11.99 + vat
<u>4513.</u>	MGC Services Bedingfield Crescent standpipe repair Small holdings & Allotment Act 1908 s.23	50.00 + vat

<u>4514.</u>	Jill Reece – Green wall board (LGA 1972 s142)	35.26
<u>4515.</u>	PKF Littlejohn LLP – External Audit (LGA 1972 s111)	400.00 + vat
<u>4516.</u>	EPS Transfers – Covid-19 A3 signs	144.00 + vat
<u>DD/Standing Orders:</u>		
<u>4517.</u>	Monthly salaries (LGA 1972 s112)	2623.39
<u>4518.</u>	EDF Electricity – Market Place no 2 (Food Act 1984 s50)	41.78
<u>4519.</u>	EDF Electricity – Market Place no 3 (Food Act 1984 s50)	28.05
<u>4520.</u>	EDF Electricity – Market Place no 1 (Food Act 1984 s50)	Credit -18.06
<u>4521.</u>	Barclays Bank Charges (LGA 1972 s111)	7.05
<u>4522.</u>	LGPS Pension Scheme (LGA 1972 s112)	997.73

Bank & Cash Balances at 19th August

Current 728	£131,340.56
Unity Trust	£89,628.50
Community A/c	£5,293.92
Business Reserves 017	£92,684.80
Petty Cash	£107.09

10. Correspondence: None

11. Items for the Website/Noticeboard/Newsletters/Library. The extension of the road closure would be advertised in the usual media outlets.

The meeting was closed at 7.07 pm