

MONTHLY 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;

Ben Chadwell, Tony Allen, Annette Dunning, Anne Fleming, Rosemary Lewis, Karen Prime, Jill Reece, David Thomas, Maureen Took, David Wollweber (Chair).

In Attendance: Nick Rees (Town Clerk) County & District Cllr Tony Goldson, 0 members of the public.

Minutes

1. Apologies: Cllr Peter Dutton.
2. Declarations of interest: Non-pecuniary interests; Cllr D Thomas for item 17 (HCSL) and Cllr K Prime for any items relating to the Thoroughfare.
3. Minutes: The minutes of the monthly meeting held on the 7th September, 2020 was accepted as a true record.
4. Matters arising from the Minutes: The Clerk confirmed that SALC had arranged a webinar by Birketts to review the Government's white paper on the proposed planning changes which had been circulated and Cllr Thomas had duly attended. The Chair explained that a letter had not been sent to Stephen Baker as Cllr Goldson had managed to get a response from Kerry Blair and subsequently a meeting had been held to discuss the transfer of assets.
5. Chair's Report: To receive a report for August: The Chair reported on the meeting he attended with Cllr Allen regarding the role of Southwold's Town Manager. The Chair also attended a meeting of Halesworth Volunteer trustees and commended their amazing work during the lockdown. The Chair also wished to thank Cllr Dutton for all his work on two of the recent controversial planning applications; Land South of Chediston Street and Miles Ward Court.
6. Public Session: [15 minutes on matters relating to the town]: There were no members of the public present.
7. To receive written reports on (Zoom) meetings and events attended by Council representatives: The Council received and noted the report on the meeting about Southwold's Town Manager and Cllr Lewis would circulate the report on the recent Museum meeting. Cllr Thomas would circulate a report on Birkett's webinar on the Government's changes to Planning Policies. Cllr Dunning reported on the Community Partnership meeting and Cllr Took gave an update on how the Day Centre, although not open to the public, was still providing food and company for their customers.
8. District & County Reports: To receive any reports. Cllr Goldson reported on the recent Covid-19 outbreak at Bernard Matthews, Holton Plant, however this was unlikely to mean a local lockdown as it would be based on the worker's home addresses, i.e. Lowestoft and Gt Yarmouth areas.

9. Financial Matters: The Council received and accepted the report of the meeting held on the 21st September, 2020.
10. Neighbourhood Plan Steering Group: The Council received the reports on the meetings held on the 16th September: Cllr Allen also advised the Council that the group would be distributing a questionnaire to all residents next month. The original plan was to have a stall in the Thoroughfare but restrictions on groups of over six due to Covid-19 were currently in place, it was decided to conduct the research via post instead. Cllr Allen reported that Keith Greenberg had stepped down as Chair and Joyce Mosley had been elected as Chair by the NPSG members. At Cllr Allen's request it was agreed the Clerk would send a letter thanking Mr Greenberg for all his hard work and dedication to the task. Cllr Dunning enquired as to how new members may join the group and Cllr Allen advised that as the process was very far advanced the group would not require any further members unless they had a specific skill that would be useful in the later stages.
11. Planning Committee: The Council received a report on the meeting held on the 30th September, 2020.
12. Environment Committee: The Council received and noted the minutes of the meeting held on the 3rd September. The meeting scheduled for the 1st October, 2020 had been re-scheduled to the 15th October. Cllr Reece would be delivering and collecting the questionnaire in a safe manner to all those properties close to Open Spaces and Play areas.
13. ABP Committee: The Council received a report on the meeting held on the 14th September, 2020. Cllr Fleming further reported that the members had been split into small groups and given specific areas to research and would be reporting back to the next ABP meeting in due course.
14. Communications Committee: The Council received and accepted the minutes of the meeting held on the 23rd September, 2020.
15. CCTV: To consider the proposal that HTC proceeds with the order for CCTV. There was some debate as to whether the Council needed to revisit this item since the Council had already agreed to proceed in March 2019. Clerk advised that as one of the conditions was that the cost should not exceed the original quotation by more than 10%, however it was now technically over 10% (allowing for the removal of the park cameras) so it was fine to review this again before proceeding. It was then RESOLVED that the Council voted again in favour of proceeding and the Clerk would arrange for the installation as soon as possible. The Council voted against Cllr Allen's proposed amendment to review the CCTV again in one year's time.
16. Parking Order: To review ESC's (East Suffolk Council) recent changes to the parking order. The Council had not received any details on when the parking tariff changes were taking place. The Town Centre Group and the Clerk had on several occasions requested reasonable notice so that businesses and residents could be given advance warning but the likelihood is that the changes would be taking place during this week. It was noted that all car parks except the Station Road car park would have the first half hour free. Cllr Goldson advised that the Town Council would have the option to negotiate with ESC over extending this period. The Chair noted that the changes to the resident parking involved submitting vehicle registration and V5 documents to prove ownership. This was surprising as District Councils had nothing to do with vehicle ownership. The new permits would be linked to a specific vehicle and could not be transferred. There was a facility to purchase additional temporary day permits but it was likely to cause some residents and particularly businesses a great deal of anxiety. Cllr Dunning asked whether ESC had conducted a Quality Impact Assessment for the resident parking changes. Cllr Goldson advised that this could be requested from ESC directly.
17. Correspondence: The Ink Festival request for marquee in the Town Park in spring 2021. The Council had no objections to this request but with the condition that the organisers must

follow all necessary Covid-19 regulations and guidelines as it was reasonably likely that some restrictions may still be in place at the time of the event.

The Council had been notified by letter of the recent resignations of four trustees from Halesworth Community Sport and Leisure. The Clerk had received the letter on the same day as the meeting and had then circulated it to the members. Cllr Fleming, Council appointed trustee could not comment at this stage but reported that there was a HCSL meeting scheduled for the following week and she would be attending the meeting and would report back.

18. Maintenance: Vandalism; the Clerk reported that there had been vandalism to two litter bins, one in Rectory Lane and one in the Park. These bins would be replaced or repaired by East Suffolk Council. In the future these costs may fall to the Town Council and some provision should be made in future budgets.

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

20. Accounts for Payment: The following accounts were approved for payment.

<u>4535.</u>	Waveney Norse – Market Clean (Food Act 198 s50)	174.99 + vat
<u>4536.</u>	SALC – Birketts Webinar (LGA 1972 s111)	25.00 + vat
<u>4537.</u>	N Rees – Zoom monthly subscription (September) (LGA 1972 s111)	11.99 + vat

DD/Standing Orders:

<u>4538.</u>	Barclays Bank Charges (LGA 1972 s111)	7.75
<u>4539.</u>	Monthly salaries (LGA 1972 s112)	2623.39
<u>4540.</u>	Unity Trust Bank Charges	18.00

Bank & Cash Balances at 2nd October, 2020

Current 728	£130,546.10
Unity Trust	£141,474.57
Community A/c	£5,296.07
Business Reserves 017	£92,697.62
Petty Cash	£107.09

The meeting was closed at 8.13pm