



Waveney Local Office
London Road, Halesworth
Monday 4th July 2022 at 6.30pm
Held in the Day Centre
Minute Book ref No 76

MONTHLY MEETING OF THE COUNCIL HELD IN THE DAY CENTRE

Present: Councillors;

Peter Dutton, Rachel Kellett, Rosemary Lewis (Chair), Joyce Moseley, Maureen Took, David Wollweber (Vice-Chair), Jackie Wagner.

In Attendance: Nick Rees (Town Clerk), Alison Cackett (District Councillor), 2 members of the public.

Minutes

- 1) **Apologies:** Cllr Annette Dunning, Cllr Anne Fleming
- 2) **Declarations of interest:** To receive declarations for pecuniary and non-pecuniary interests: None received.
- 3) **Minutes:** The minutes of the monthly meeting held on the 6th June, 2022 was accepted as a true record.
- 4) **Matters arising from the minutes:** None
- 5) **Chair's Report:** The Chair gave a report on the successful 40th Halesworth & Bouchain Twinning celebrations involving guests from Bouchain and Eitorf. Several photographs were available from councillors who had attended the event and this would be featured on the website and facebook.
- 6) **Public Session:** [15 minutes on agenda items]: Janet Huckle raised the matter of the disabled parking sign outside the Library again. County Cllr Annette Dunning, who was not present at the meeting, had been looking into the legitimacy of the sign but in the meantime District Cllr Alison Cackett offered to remove it as it clearly was not an official SCC sign.
- 7) **Reports on meetings and events attended by Council representatives:** Cllr Mosely reported that the youth survey had now started and the dates for the upcoming Summer Activities had been circulated, more under correspondence.
- 8) **District & County Reports:** The Clerk had circulated the ESC's leader's report and Cllr Cackett reported that ESC were currently trying to tackle the cost of living crisis. There would be a concerted effort to promote the Community Larder and a meeting would be arranged with local groups. ESC had several initiatives in place to help individuals and the support offered would vary according to their particular needs. Councillor Cackett was currently attempting to get a through bus to Norwich re-established.
- 9) **Finance & Governance Committee:** The Council received and noted the minutes of the meeting held on the 20th June, 2022
- 10) **Planning & Highways Committee:** The Council received and noted the minutes of the meeting held on the 8th June, 2022.

Wayfinding and Signage: Cllr Moseley reported that the grant for the survey had been received and the consultant had been appointed for the Wayfinding and Signage audit and the first workshop with stakeholders would be on the 14th September in the Stables. The stakeholder list would be finalised as soon as possible.

- 11) **Neighbourhood Plan Steering Group:** Cllr Moseley confirmed that the starting date for ESC consultation on the Neighbourhood Plan would be 22nd July ending on the 5th August, 2022. The referendum would most likely be held in November.
- 12) **Leisure & Environment Committee:** The Council received and noted the minutes of the meeting held on the 14th June, 2022
- 13) **Assets & Services Committee:** The Council received and noted the minutes of the meeting held on the 17th June, 2022. It was noted that trees needed to be cut back in the Arboretum and along the pavement adjacent to the Angel Hotel.
- 14) **Correspondence:** The Clerk reported that he had received a grant application from Halesworth Events Management but as it was over £5k this would normally be determined by the full Council. However as it was too late to include on the agenda and there was no meeting in August, time was an issue and HEM needed to know if the Council would support the grant. The Council was generally in support of the application and so it was **RESOLVED** that the Council gave the Finance & Governance Committee authority to determine the Halesworth Events Management grant up to £9,000 at their next meeting on the 18th July.

The Clerk reminded the Council of the Youth Summer activities and confirmed that ESC had not requested any support this year. District Councillor Alison Cackett reported that ESC were considering extending the activities and so some support may be needed after all. The Chair requested that this is confirmed in good time before the next Finance & Governance meeting.

It was noted that a resident had written in again about the signage issues on London Road where some HGVs were missing the turn off to the A12 and then having to turn around in Walpole Road/Dukes Drive/Queens Drive. The Clerk confirmed that this matter had been raised with SCC Highways previously but SCC did not agree the signs needed changing.

- 15) **Maintenance:** The Clerk reported that the Police had successfully identified suspects who may have carried out vandalism of the toilet block in the Park.
- 16) **Items for the Website/Noticeboard/Newsletters/Library:** Photos and article about the Twinning event for the website/Facebook
- 17) **Accounts for Payment:** The following accounts for approved for payment:-

4696.	N Rees – Zoom (LGA 1972 s111)	11.99 + vat
4697.	Mustard Creative – website updates and amendments (LGA 1972 s111)	90.00
4698.	Glasdon – Rectory Lane Bench LG (Misc.Prov.) 1976 s19	574.34 + vat
4699.	Greater Anglia Rent adj. (Station Building) (Misc.Prov.) 1976 s19	40.10 + vat
4700.	Micropress Community News (LGA 1972 s142)	120.00 + vat
4701.	Solvadamp (damp proofing at the Station) (Misc.Prov.) 1976 s19)	820.00 + vat
4702.	Viking – Stationery (LGA 1972 s111)	53.33 + vat
4703.	Angel Hotel – Food & Drink for Twinning 40 th Anniversary	1217.00

DD/Standing Orders:

4704.	Valda Energy Market Electricity (Food Act 1984) S/O	25.00
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4705.	Monthly salaries (LGA 1972 s112)	2935.11
4706.	LGPS Pension (LGA 1972 s112)	1075.58
4707.	Barclays – Bank charges (LGA 1972 s111)	8.50
4708.	Unity Bank – cheque charges	3.30

Bank & Cash Balances at 29th June, 2022

Current 728	£125,225.20
Unity Trust	£255,879.22
Community A/c	£5,297.25
Business Reserves 017	£92,718.47
Petty Cash	£22.82

At the Chair's request it was **RESOLVED** that last year's unspent Chair's Allowance of £1,000 would be made available for the Twinning Society to help fund the recent celebrations.

18) **Policies and Procedures:** This item was held *in camera*. The public and the Clerk left the room.

The Clerk returned after the discussion on the above item had taken place. The Council asked the Clerk to review the current HR policies and procedures and to compare the Council's documents with other neighbouring towns.

19) **Asset transfer:** Latest update and arranging a date for a meeting. It was agreed that the date would be arranged for later in July/early August

The meeting was closed at 8.25pm