



Waveney Local Office  
London Road, Halesworth

**Monday 3<sup>rd</sup> October, 2022 at 6.30pm**

Held in the Day Centre

**Minute Book ref No 80**

## **MONTHLY MEETING OF THE COUNCIL HELD IN THE DAY CENTRE**

**Present:** Councillors;

Peter Dutton, Anne Fleming, Rosemary Lewis (Chair), Joyce Moseley, Maureen Took, David Wollweber (Vice-Chair), Jackie Wagner. After item 3: Karen Forster, Keith Forster and Keith Greenberg.

**In Attendance:** Nick Rees (Town Clerk), 0 members of the public.

## **Minutes**

- 1) **Apologies:** Cllrs; Rachel Kellett, Rosemary Lewis and Annette Dunning

Cllr Rosemary Lewis was unable to attend the meeting and so Cllr Dave Wollweber chaired the meeting. Cllr Wollweber explained the co-option process. The Council had met all the applicants over an hour's session prior to the meeting. It was **RESOLVED** that the Standing Orders were suspended and voting would take place via ballot slips as agreed by all present. The Clerk announced that all three councillors had the necessary votes to be co-opted.

- 2) **Co-option of Town Councillors:** It was **RESOLVED** that Karen Forster, Keith Forster and Keith Greenberg were co-opted as Halesworth Town Councillors.
- 3) **Declaration of acceptance of office:** The three new Town Councillors signed the 'Declaration of acceptance of office' and took their seats at the table.
- 4) **Declarations of interest:** None
- 5) **Minutes:** The minutes of the monthly meeting held on the 5<sup>th</sup> September, 2022 and the minutes of the extraordinary meeting held on the 26<sup>th</sup> September, 2022 were accepted as a true record with the amendment that at the extraordinary meeting, Cllr Wollweber chaired the meeting.
- 6) **Matters arising from the minutes:** None
- 7) **Chair's Report:** As the Chair was absent this item was suspended.
- 8) **Public Session:** [15 minutes on agenda items]: There were no members of the public present.
- 9) **Reports on meetings and events attended by Council representatives:** Cllr Moseley reported on the Digital Towns Presentation, a recent Marketing meeting and the preliminary Wayfinding report which were all interconnected. Cllr Wagner gave a report on the Day Centre.
- 10) **District & County Reports:** There were no District or County Councillors present but Cllr Dunning had sent a written report before the meeting.

- 11) **Finance & Governance Committee:** There were no meetings held in September.
- 12) **Planning & Highways Committee:** The Council received and noted the minutes of the meeting held on 26<sup>th</sup> September, 2022
- 13) **Neighbourhood Plan Steering Group:**
- i) To receive the minutes of the meeting held on the 21<sup>st</sup> September, 2022
  - ii) To receive and approve the proposed HTC's responses to the NP examiner's comments (see attached). It was **RESOLVED** that the Council approved the proposed responses to the Neighbourhood Plan Examiner's comments all in accordance with the report with without amendment.
  - iii) It was also **RESOLVED** that the Council granted desolved powers to the Halesworth Neighbourhood Plan Steering Group (HNPSG) to review the Examiner's final report and to make corrections to any inaccuracies and to amend accordingly. It was accepted that at this final stage neither the Council nor the HNPSG would be able to make any alterations to the Plan.
- 14) **Leisure & Environment Committee:** To receive the following proposals:
- i) Detached Youth Work funding as attached report. It was **RESOLVED** that the Council approved the pilot detached youth scheme project as detailed in the report with the proviso that the scheme is reviewed again in 6 months' time. The budget for the scheme would be £2,500 made up from £2,000 from the Leisure & Environment Committee's youth budget and £500 from District Councillor Tony Goldson locality budget.
  - ii) Proposed Skateboard Event (October 28<sup>th</sup>) as attached report. Councillor Moseley explained that Ash Lever, a well-known local skateboarder and Beccles Town Councillor would be providing a demonstration for the event, as well as providing a fun and instructive day it would also hopefully give some insights into what improvements the 11 – 18 year olds would like to see in the park. It was **RESOLVED** that the Council approved the event and the estimated costs of £660 (which would also be funded by the Leisure & Environment Committee's youth budget).
- 15) **Assets & Services Committee:** Cllr Fleming informed the Council that ESC's Cabinet meeting scheduled to consider the transfer of assets had been delayed until the 1st November.
- 16) **Thoroughfare Working Group:** Cllr Dutton reported that there was a meeting scheduled for the 5<sup>th</sup> October with the member of the group, Cllr Paul West, Cabinet Member for Ipswich, Highways and Infrastructure and representatives from East Suffolk Council.
- 17) **Station User Group:** Newly appointed Cllr Keith Greenberg, also a Museum trustee and member of the Station User group reported on the recent discussions with Greater Anglia (GA) on the implications of the condition survey of the Station Building, currently being arranged by GA. It was noted that the terms of the lease signed in 2000 potentially left the Council unreasonably exposed. It was **RESOLVED** that the Council agreed that the Clerk should seek suitable professionals in preparation of engaging their advice on the condition survey, which is expected to indicate the level of repair work that GA expects to have been undertaken prior to the end of the lease agreement in 2025. It was agreed that the action would not be taken until the GA's condition survey was received but it was necessary to be ready beforehand.
- 18) **Correspondence:** The Clerk reported that a meeting had been scheduled with the new Police Inspector, Gary King, at 11am on the 11<sup>th</sup> October and councillors were welcome to attend.

19) **Items for the Website/Noticeboard/Newsletters/Library:** New councillors.

20) **Accounts for Payment:** The following accounts for approved for payment:-

<b>4696.</b>	R Lewis – Travelling to Ipswich for Proclamation (Chair’s Allowance)	25.20
<b>4697.</b>	R Lewis - Refreshments for Wayfinding public meeting (LGA 1972 s144)	32.92
<b>4698.</b>	RBL Wreath and Poppies for Remembrance Day (GPoC)	33.99
<b>4699.</b>	Zoom (LGA 1972 s111)	11.99 + vat
<b>4700.</b>	Raw Consortium –Final invoice for benches & Planters (GPoC)	2000.00 + vat
<b>4701.</b>	HMRC Payroll liabilities (LGA 1972 s111)	3079.70
<b>4702.</b>	KEL Creative Wayfinding leaflets and public meeting posters (Grant - GPoC)	302.00
<b>4703.</b>	N Rees – annual 100gb Google Drive space (LGA 1972 s111)	15.99
<b>4704.</b>	Hetty’s Little Copy Shop, posters for wayfinding (LGA 1972 s144)	115.91+ vat
<b>4705.</b>	Angel Hotel: Room and refreshments -Wayfinding meeting (LGA 1972 s144)	67.50

**DD/Standing Orders:**

<b>4706.</b>	CF Corporate Finance – Photocopier quarterly rental payments (Nov 22, Feb 23, May 23 & Aug 23) (LGA 1972 s111)	140.05 + vat
<b>4707.</b>	Monthly salaries (LGA 1972 s112)	2935.11
<b>4708.</b>	LGPS Pension (LGA 1972 s112)	1075.58
<b>4709.</b>	Barclays – Bank charges (LGA 1972 s111)	8.50

21) **Staff Matters:** The Clerk informed the Council that he was taking advice from the Monitoring Officer about a recent complaint.

The meeting was closed at 8.17pm