



Halesworth Town Council

Town Clerk: David Lines
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24.03.01

Minutes of the Council Meeting held on Monday 4th March 2024

Present: Cllrs. Joyce Moseley (Chair), Alison Cackett (Vice-Chair), Annette Dunning, Keith Greenberg, Peter Hedges, Rachel Kellett and Gareth Pattison, ESC Cllr Geoff Wakeling and the Town Clerk. .

1. **Welcome.** The Chair welcomed all to the meeting and confirmed that no recording was taking place.
2. **Apologies** - received from **Cllrs Fosdike** (business), **Sibanda, Took** and **Wagner** (personal matters) and **APPROVED**. ESC Cllr. Keys-Holloway also sent her apologies.
Declarations of interest – Cllr. Greenberg – Item 7a
To **RECEIVE** delegated Declarations of Interest Dispensation decisions or **APPROVE** such dispensation requests as required.
3. **Minutes of the last meeting.** The minutes of the meeting held on **February 5th 2024** were **APPROVED** as a true and accurate record.
4. **Public Forum** - No members of the public were present.
5. **District & County Councillor Reports:**
ESC Cllr Wakeling expanded on his report, followed by Q&A on various items. Specifically, there were continued concerns about the unlawful clearance of trees on development sites and various remedies were discussed, including the use of an updated list of Tree Protection Orders (TPO), as an interim safeguard in anticipation of tighter legislation. Cllr. Wakeling is following up on this matter.
SCC Cllr. Dunning highlighted excerpts from her circulated report, advising the good news on the White Bridge upgrade and repairs, with finance pretty much in place, requiring the Town Council to confirm its agreed contribution to the project. The poor Ofsted report on SEND services in the County has resulted in high level governance changes and significant remedies. Consultation on the benefits of devolution for Suffolk (including an elected Leader) is imminent.
6. **Town Councillor Reports:**
Cllr Cackett reported on potential enhancements to the First Bus Norwich service, the provision of which looked secure.
Cllr. Hedges noted the recent meeting of the HCSL Trustees who would be willing to host replacement equipment on its land (its own being decommissioned) as part of a wider review of play equipment available in the Town. A review of play equipment was already in the L&E workplan, and HTC's participation is conditional on completion of the ESC asset transfer.
Cllr. Greenberg advised that a meeting with ESC about the Asset Transfers had gone very well and completion was collectively anticipated by the end of June. He was planning an *in camera* briefing on the Community Hub in April and spoke about Suffolk Market Events/ESC Grants.
Cllr. Kellett reported that Beccles wished to run a Climate Conference as following the success of the Halesworth event.
Cllr. Moseley opened a lengthy discussion about the cost-cutting proposals for Suffolk Archives and it was **AGREED** that HTC would join three other local councils in joint representation against some of the plans, including that affecting the Lowestoft facility – **Cllr Cackett** will lead on this. **Cllr. Moseley** also reported on YAH-R and the progress being made on the improvements to the basketball court and skatepark
7. **NOTED** – the following draft Committee minutes for information
 - a) **Finance & Governance Committee** (19th February) – the Committee had referred a proposal to provide a donation to the Halesworth Museum in recognition of the significant amount of volunteer hours put into the Wayfinding project by three members (including two of the Trustees). It was **RESOLVED** to offer the sum of £1,000.

N.B Cllr. Greenberg did not participate in any manner in this decision.
 - b) **Assets & Services Committee** (21st February) – Highlighted – Halesworth Museum dilapidation - Dr. Theresa Coffey MP had taken up the case with Transport UK
 - c) **Leisure & Environment Committee** (27th February) - £2,750 expenditure on Digital Marketing is to be offset by a £2,000 ESC grant.
 - d) **Planning and Highways Committee** (no meeting) – minor decisions only, resolved via officer delegation.

It was RESOLVED to extend the meeting by an additional 30 minutes
8. **Clerk's Report**
 - a) **Applications for co-option** – **NONE** (one vacancy remains).



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24.03.02

8 (continued)

- b) **Clerk's Report.** In-House councillor training – with a mixed response and limited availability, the deadline was put back to June / Four-Year Strategic Plan – a leaflet update to be included in the May HCN issue / Annual Parish Meeting – a working group to be set up under the leadership of Cllr. Cackett. Other items – ongoing or completed.
- c) **Items for publication - NONE.**
- d) **Correspondence** – None other than already discussed in Item 6 (Suffolk Devolution)
- e) **APPROVED** - a budget of £1,000 for a Town Council promotional event in the Town Centre in mid-April.

9. RFO Report.

- a. **NOTED** - the monthly report of income and expenditure (year to date) against the budget and a bank reconciliation.
- b. **AUTHORISED** - accounts for payment (for significant items, see below). Item 339 was for six benches, bases and fixing.

28 February 2024 (2023-2024)

Halesworth Town Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
399 Street Furniture	21/02/2024		1 Unity Trust Current		Replacement Bench	East Suffolk Services	S	5,898.04	1,179.61	7,077.65
400 Street Furniture	21/02/2024		1 Unity Trust Current		Bench Repairs	East Suffolk Services	S	295.00	59.00	354.00
401 London Rd Imp. Reserves	21/02/2024		1 Unity Trust Current		London Rd Building Improvem	East Suffolk Services	S	260.37	52.07	312.44
406 Telephone & Broadband	26/02/2024		2 Barclays Current		Telephone and Broadband	British Telecom	Z	521.67		521.67
409 Website Costs	26/02/2024		1 Unity Trust Current		Website Hosting	Cadence Digital	Z	200.00		200.00
410 London Rd Imp. Reserves	26/02/2024		1 Unity Trust Current		London Rd Building Improvem	H Wightman & Son Ltd	S	2,665.00	533.00	3,198.00
415 Meeting Expenses	28/02/2024		1 Unity Trust Current		wayfinding	David Lines	Z	129.30		129.30
Total								9,969.38	1,823.68	11,793.06

Staff salaries (confidential) and items less than £100 +VAT ('de minimis') have been removed from this list.

- c. **RESOLVED** - to **RATIFY** the Unity Trust Bank mandate with the following updated list of signatories and users.

NAME	STATUS (View / Submit / Authorise)
Alison Cackett	V/A
Annette Dunning	V/A
Keith Greenberg	V/A
Peter Hedges	V/A
Joyce Moseley	V/A
David Lines	V/S/A
Phillippa Welby	V/S

The Chair closed the meeting at 8.45 p.m.

Date of next meeting – Monday 8th April 2024