



# Halesworth Town Council

Town Clerk: David Lines  
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24.04.01

## Minutes of the Council Meeting held on Monday 8<sup>th</sup> April 2024

**Present:** Cllrs. Joyce Moseley (Chair), Alison Cackett (Vice-Chair), Annette Dunning, David Fosdike, Keith Greenberg, Rachel Kellett, Gareth Pattison, Gugue Sibanda, Maureen Took and Jackie Wagner, ESC Cllrs Beth Keys-Holloway and Geoff Wakeling, one member of the public and the Town Clerk.

1. **Welcome.** The Chair welcomed all to the meeting and confirmed that no recording was taking place.
2. **Apologies - NONE**  
**Declarations of interest** – Cllrs. Dunning and Fosdike – Item 8e  
**Delegated Declarations of Interest Dispensation decisions or Dispensation requests - NONE**
3. **Minutes of the last meeting.** The minutes of the meeting held on **March 4<sup>th</sup> 2024** were **APPROVED** as a true and accurate record.
4. **Public Forum** - Cllr. Took asked about the continued water company road works around Roman Way. It was noted this had been reported three times already - SCC Cllr Dunning will follow up on the matter. Cllr. Took also enquired about the closed footpath near Harrisons Lane and was advised that a temporary six-month closure to enable building works to be completed
5. **District & County Councillor Reports:**  
**ESC Cllrs Keys-Holloway Wakeling** enlarged on their report, noting a six month stay on potential tree work around the Doctor's surgery and expressing thanks to all involved for this achievement. A district-wide tree survey was being undertaken, including a TPO audit.  
The Lion Link Subsea connector consultation resulted in effective dismissal of all responses, prompting ESC to put forward a formal response. It was **AGREED** that HTC would send a response to the consultation, if accepted at this late stage - **Cllr Cackett** to coordinate.  
The higher 'speed bumps' in the access road to the surgery could not be dealt with under planning enforcement, leaving rights-of-way legislation as a remaining option.  
**SCC Cllr. Dunning's** report included Energy Developments. the Libraries Consultation, new Suffolk Business Board, Growing Biodiversity, SEND Investment, Water Management, Devolution and the next Transport Plan. Annette expanded on the topic of new EV funding to deliver car-charging infrastructure to support residents without off-street parking and enhance the current network.
6. **Town Councillor Reports:**  
**Cllr. Moseley** (in her capacity as HTC Chair) displayed the chain presented to her by representatives from Halesworth's German 'Twin' Town, Eitorf, at the very enjoyable Day of Dance. Joyce led a **Vote of Thanks** to Zoe Wadey for her role in making the Day of Dance such a success.  
She also advised that the quarterly update leaflet for the Four-Year Plan was sent for distribution, thanking all contributors and then outlined the preparations for the upcoming publicity event in the I-Chameleon pop-up shop, April 19/20 & 22/23. The Council recorded its own **Vote of Thanks** to Cllr. Moseley for all her hard work in arranging this essential work.
7. **NOTED** – the following draft Committee minutes for information (as tabled, with apologies for late publication on the website).
  - a) **Finance & Governance Committee** (18<sup>th</sup> March) **Virement** of £15,000 from 2024 London Road refurbishment budget to the MUGA budget
  - b) **Assets & Services Committee** (20<sup>th</sup> March) **Asset Transfer** is progressing well, with an increase in support funding sought. **Community Hub** tenders now received – neither satisfactory, so specification redraft required. Other items mentioned.
  - c) **Leisure & Environment Committee** (26<sup>th</sup> March) **Skate Park/MUGA** – 3 contractors sought/F&G agreed £15k virement / Cllr. Pattison to investigate further fund-raising opportunities. **Heritage Day** – expression of support, plus up to £2,000 budget.
  - d) **Planning and Highways Committee** (27<sup>th</sup> March) Thoroughfare Bollards - £1500 to fund preparation for painting
8. **Clerk's Report**
  - a) **Applications for co-option** – **NONE** (one vacancy remains).
  - b) **Clerk's Report. Annual Parish Meeting.** **Cllr. Cackett** briefed the Council on preparations for the May 18<sup>th</sup> event in the Town Park. The formal meeting will take place at 6pm – either side of that, Community Group stalls, music, food and refreshment franchises will be available and licensed for the enjoyment and information of residents.  
**Other items** – ongoing or completed.



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### 8 (continued)

- c) **Items for publication** – re **Halesworth ASH** (Deputy Clerk)
- d) **Correspondence** – **NONE**
- e) After discussion, it was **RESOLVED** to nominate Rayner Green, Halesworth as an Asset of Community Value.
- f) **RESOLVED** - to appoint **Cllr. Gareth Pattison** and **David Lines (Town Clerk)** as Council trustees to the Day Centre Charity Board.

### 9. RFO Report.

- a. **NOTED** - the draft report of Income and Expenditure for the full financial year, the Bank Reconciliation as at March 31<sup>st</sup> 2024, along with a list of transactions (excluding salaries) for the prior month.
- b. **AUTHORISED** - accounts for payment (for significant items, see below).

#### Halesworth Town Council PAYMENTS LIST

5 April 2024 (2024-2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Marketing & Events (short term)	03/04/2024	1	Unity Trust Current	Marketing Coordinator fees	Phillipa Salvoni	Z	820.00		820.00
2	Professionals Fees	03/04/2024	1	Unity Trust Current	Locksmith	K DONNE	S	145.00	29.00	174.00
3	Wayfinding HW Project CIL	03/04/2024	1	Unity Trust Current	wayfinding	xtrahead	Z	250.00		250.00
4	Wayfinding HW Project CIL	03/04/2024	1	Unity Trust Current	wayfinding	xtrahead	Z	150.00		150.00
5	Wayfinding HW Project CIL	03/04/2024	1	Unity Trust Current	wayfinding	xtrahead	Z	750.00		750.00
6	Wayfinding HW Project CIL	03/04/2024	1	Unity Trust Current	wayfinding	xtrahead	Z	1,600.00		1,600.00
7	Wayfinding HW Project CIL	03/04/2024	1	Unity Trust Current	wayfinding	xtrahead	Z	1,485.00		1,485.00
8	Wayfinding HW Project CIL	03/04/2024	1	Unity Trust Current	wayfinding	xtrahead	Z	990.00		990.00
12	Subscriptions	05/04/2024	1	Unity Trust Current	Annual Subscription	SALC	Z	1,161.66		1,161.66
13	Town Park	05/04/2024	1	Unity Trust Current	Maintenance	East Suffolk Council	S	500.00	100.00	600.00
14	Market Regeneration	05/04/2024	1	Unity Trust Current	Market regeneration	Suffolk Market Events	S	2,000.00	400.00	2,400.00
<b>Total</b>								<b>9,851.66</b>	<b>529.00</b>	<b>10,380.66</b>

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

**The Chair closed the meeting at 8.07 p.m.**

**Date of next meeting – Annual General Meeting - Monday 13<sup>th</sup> May 2024**