



24.11.01

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

Present: Cllrs. Joyce Moseley (Chair), Annette Dunning, Rachel Kellett, Gugue Sibanda and Gareth Pattison
ESC Cllr Beth Keys-Holloway (until Item 6), three members 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** - received from **Cllrs Cackett** (personal) **Fosdike** (business), **Greenberg** and **Wagner** (both personal) - **APPROVED**.
3. **Minutes of the last meeting.** The minutes of the monthly meeting held on **October 7th, 2024**, with Item 9f amended to include the words "Halesworth United Charities" and "both charities" and **APPROVED** as a true and accurate record.
4. **Public Forum** – No questions. There followed two presentations and a subsequent Q&A session on each. The first was from **David George**, Honorary Chair, Bike Active North Suffolk who explained that, with 14-16 volunteers, BANS provided equipment and support for people with disabilities or illness to enjoy cycling. He noted the considerable costs of special bicycles, transport and storage and reported that BANS was seeking funding from various sources.
John Bainer, INK Trustee, presented the case for an increase in their awarded grant of £5,000 (following a referral from the F&G Committee) to support the 2025 INK Festival, specifically noting the increased focus on activities for children and young people. The L&E Committee would discuss and provide feedback to F&G.

With the Council's agreement, the Chair brought forward Item 7a) for discussion

- 7a) **NOTED - draft Committee minutes for information** <https://halesworthtowncouncil.org.uk/the-council/past-meeting-minutes/>
 - a) Finance & Governance Committee (21st October), including a recommendation to increase the INK grant by £5,000. **RESOLVED** – to refer the application back to the F&G Committee to evaluate the year-end financial forecast (as part of the ongoing 2025 Budget process) and report back at the next Full Council meeting if there were any other available funds given the lack of headroom in the Grants Budget.
5. **District & County Councillor Reports:**

ESC Cllr. Keys Holloway spoke to her report, highlighting the re-launch of the Nature First small grants scheme, better than expected, multi-year government funding, permanent TPOs on the Patrick Stead site and free parking on Remembrance Sunday.

SCC Cllr. Annette Dunning provided details of flooding mitigation initiatives, risks of riparian ownership. improving access to GPs, interest-free energy efficiency loans, concerns about pavement safety and consultation on a new Suffolk Local Transport Plan
6. **Town Councillor Reports: None**
7. **NOTED - draft Committee minutes for information** <https://halesworthtowncouncil.org.uk/the-council/past-meeting-minutes/>
 - b) **Assets & Services Committee** (16th October) - Hub evaluation highlighted
 - c) **Leisure & Environment Committee** (29th October). New H-ASH event considered. £120k quote for the Skate Park renewal. Projects delayed because Town Park bridge has inadequate load-bearing – survey arranged. New members for the MSWG. Tree giveaway being organised for December.
 - d) **Planning and Highways Committee** (15th October). Council's attention drawn to Item 5 - Complaint (now formally acknowledged by SCC)
9. **Clerk's Report**
 - a) To **CONSIDER** any applications for co-option as a member of the Town Council – three applications had been received. It was **AGREED** to conduct the co-option process immediately prior to the next Council meeting under anonymous ballot.
N.B. *Standing Order 26b - a motion to add to or vary or revoke one or more of the Council's standing orders, except one that incorporates mandatory statutory or legal requirements, shall be proposed by a special motion, the written notice by at least five councillors to be given to the Proper Officer in accordance with standing order 9.*
 - b) **NOTED** - the **Clerk's Report** as an update and further instruction on matters outstanding from previous meetings.
 - c) **RECEIVED** – a further update on the East Suffolk Council Asset Transfer proposal, with little progress noted. It was **AGREED** that it was time to call a 'round table' meeting with the top echelons of SEC, given the lack of progress.



Halesworth Town Council

Town Clerk: David Lines
E: clerk@halesworthtowncouncil.gov.uk
P: 01986 874517

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9 (continued)

- d) To **REVIEW** any correspondence not previously circulated - **NONE**
- e) **RESOLVED** – to appoint Cllr Dunning as a member of the Personnel Committee and, following the co-option of two new members, to circulate its Terms of Reference to all councillors and invite applications to join the Committee.

10 RFO Reports

- a. **NOTED** - a monthly report of income and expenditure (year to date) against the budget and a bank reconciliation.
- b. **AUTHORISED** - accounts for payment (previously circulated for collective scrutiny) – Councillors Dunning and Moseley to authorise.

Halesworth Town Council PAYMENTS LIST

30 October 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
288	Website/email Costs	23/10/2024		1 Unity Trust Current		Website Hosting	cuttlefish	S	1,350.00	270.00	1,620.00
300	Wayfinding HW Project CIL	28/10/2024		1 Unity Trust Current		wayfinding	Mercury Phillips Signs	S	1,235.25	247.05	1,482.30
303	Pension Costs	29/10/2024		1 Unity Trust Current		Pension Contribution	SCC Pension Fund	Z	2,072.79		2,072.79
326	Grants	30/10/2024		1 Unity Trust Current		Grant	Halesworth Tennis Club	Z	5,000.00		5,000.00
327	Grants	30/10/2024		1 Unity Trust Current		Grant	Halesworth Volunteer Cent	Z	3,000.00		3,000.00
Total									12,658.04	517.05	13,175.09

- c. **NOTED** - the Reserves and CIL report, the latter highlighting the considerable, unexpected shortfall in the second CIL payment against the full year budget, some of which was offset by the reduction below in the Wayfinding CIL budget allocation as a result of grants received elsewhere.
RESOLVED – to reduce Cost Code 531 (Cost Centre P&H/J - Wayfinding CIL) from £74,700 to £35,000.

The Chair closed the meeting at 8.45pm

Date of next meeting – Monday 2nd December 2024