



HALESWORTH TOWN COUNCIL
Communications Committee Meeting
Monday 10th July 2017
5.45pm in the Day Centre

Waveney Local Office
London Road
Halesworth

Present: Councillors; D Wollweber (Chair) K Greenberg, A Fleming, P Dutton.

In attendance; P Welby (assistant Clerk), Simon Raven from the Malt trail and 1 member of the public.

MINUTES

- To elect a Chair and Vice Chair of the Committee** – Cllr Fleming nominated Cllr Wollweber as Chair this was seconded by Cllr Greenberg – All in favour. Cllr Fleming nominated Cllr Greenberg as Vice Chair, this was seconded by Cllr Dutton – All in favour.
- Apologies** – Cllr Leverett.
- Terms of reference** – The draft terms of reference for the Committee had been discussed at a full Council meeting and was decided to delete items 5 & 9. Item 8 referring to the budget allowance would now read ‘expenditure to be approved by the Finance Committee’. Cllr Fleming proposed that the Committee accept the redrafted Terms of Reference this was seconded by Cllr Dutton – All in favour.
- Declarations of interest:** None were declared.
- Report of previous meeting** – to receive a report from the meeting held 9th June 2017. This agreed to be a true record of the meeting.
- Matters arising from the Report** –
Cllr Wollweber is still to contact Halesworth & Blyth Valley experience to see if they will host the trail maps.
Halesworth Community News article – Cllr Dutton agreed to continue writing this with input from other Cllrs. Cllr Fleming suggested an extra article in September to advertise and explain the content of the Town Forum meeting.
Questions for Cllr Goldson – Cllr Wollweber agreed to write the questions for Cllr Goldson and circulate to the Committee for suggestions. These will then be put forward to be approved at the following full Council meeting. Cllr Fleming and Cllr Leverett have already written questions for Cllr Goldson following the recent report he submitted.
- New Town Map** – This item was moved up the agenda to item 4. Simon Raven presented the maps and information boards that will form the Malt Trail. The main map showing the whole trail will be 1000mm x 700mm. The information boards will be 700mm x 450mm. Cllr Dutton requested that the ‘i’ symbol showing an information point be located at the library, The Angel and the museum to indicate to people where they could get information about the town. Simon Raven agreed. A member of the public asked that directional place names also be added to the map so people could orientate themselves. Simon Raven agreed to look at the possibility of this. There will also be a Halesworth Malt website to accompany the trail. Cllr Wollweber then thanked Simon Raven and Doug Gray for all their work on this project.
- Forum Meeting** – Waveney Planners are able to attend for an information session. Clerk’s office to check what display material they have and how long they would like for their presentation. It was decided to keep September’s Forum meeting for the Planners and HTC

to talk about the local plan and planned developments in Halesworth and how it will affect the town. The Patrick Stead hospital and the Urban Improvement working group are important topics that warrant separate public meetings. Cllrs Dutton and Greenberg will meet with Desi Reed before the Forum to ask what they plan to present.

9. **Screen in Library** – It was agreed that in the current position the screen could not be seen properly. The library manger has agreed that it can be moved lower to sit on the window sill. However, a way of securing it will need to be found and the original bracket removed and the holes repaired.
10. **Barrow Crossing** – HTC signs are installed on the fence to serve as a second reminder to people using the crossing to do so within the Network Rail guidelines.
11. **Car Parking** – Waveney Norse will collect the contributors sign on Monday 24th July and meet the Clerk's office to decide the exact location for it.
12. **Correspondence** – A member of the public had asked the Council to put a request in the HCN for volunteers. It was decided that the Council cannot ask for general volunteers but would support requests from specific organisations for volunteers that are submitted.