

Present: Councillors;

Peter Dutton (Chair), Anne Fleming, Keith Forster, Tracy Gardner, Rosemary Lewis, Sandra Leverett, Andrew Payne, David Thomas, Maureen Took, Paul Widdowson, David Wollweber (Vice Chair).

In Attendance: Nick Rees (Clerk) and 7 members of the public

MINUTES

1. **Apologies:** Cllr K Greenberg, District & County Cllr Tony Goldson, District Cllr Letitia Smith
2. **Register of Interests:** To confirm Members have updated their interests. Cllr Leverett reported that she had now been able to update her interests online and would forward the link to Cllr Dutton and Cllr Took who were still having difficulties accessing the site.
3. **Declarations of interest:** The Chair proposed and it was RESOLVED that Councillors declaring their interests should only declare actual interests which were relevant to an Agenda subject and should not declare an interest just because they were a member of a Committee or Work Group. Non pecuniary interests were then declared; Cllr Took for item 20, Cllr Forster for 20, Cllr Widdowson for 10, Cllr Thomas for 20, Cllr Fleming for 20, Cllr Payne for 20, Cllr Leverett for 20, Cllr Lewis for 20, Cllr Dutton for 18 & 20.
4. **Minutes:** The minutes of the monthly meeting of the Council held on 5th June 2017 were accepted as a true record with the amendments; item 8 insert 'Cllr Lewis noted' and 19b change date to '17th March, 2018'.

The Chair wished the Council to consider agreeing the minutes of the Annual meeting of the Council contained in part one of the May minutes. This was to ensure the accuracy of the decisions made, particularly with regard to the election of committee and working group members and representatives on outside bodies. There was a difference of opinion as to whether this should be considered at the next Council meeting or at the next Annual meeting. The Clerk would obtain guidance from SALC.

5. **Chair's Report:** The Chair reported that the second meeting of the Urban Improvement Working Group had been successful with all members identifying issues in the town on their respective subjects. On the 2nd July the Chair attended the Halesworth in Bloom's Joseph Hooker talk at The Cut.

Referring back to the minutes, under item 10, Cllr Dutton made the following statement 'I would like it recorded that the Town Councillors who are nominated as Halesworth Playing Fields Association Trustees did not "pull the plug" on the Campus Project. Halesworth Playing Fields Association was advised by its legal advisor, that Castlemeadow Care's final offer, which was significantly different from the one which HPFA thought had been agreed, was "in their considered opinion the proposed deal neither makes commercial sense nor is it lawful to the charity Trustees objectives". Since Castlemeadow Care had stated that this final offer was non-negotiable, the HPFA Trustees decided unanimously to take their legal advisers advice and not accept Castlemeadow Care's offer. It would have been exceedingly foolish for the Trustees to ignore the strong advice given.

6. **Police Report:** Mr Alastair Macfarlane presented a monthly report on Police matters which included his recent meeting with the area commander. Mr Macfarlane also reported on the last Neighbourhood Watch meeting, the Lions Fair, the Pentecost Service, 'Street meets', Speeding, HGVs, Youth facilities and Recruitment. On the matter of Youth Facilities it was RESOLVED that the Clerk writes to Campus Ltd to ask what the future arrangements are for the Youth Club in view of the fact that the building is planned to be demolished. On the matter of Recruitment, it was RESOLVED that the Clerk writes to the Chief Constable to ask what the costs are for a Community Support Officer based on a three day week. Mr Macfarlane advised that at the present time it was unlikely that there would be an officer available even if the Council did pay extra for this service.
Cllr Fleming reported that she had attended a public meeting at the URC held by the Police and Crime Commissioner, Tim Passmore. The event was very poorly attended and Cllr Fleming wondered if it had been properly advertised. Mr Macfarlane said that it had been advertised in the Beccles & Bungay Journal and the East Anglian Daily Times.
7. **Public Session:** [15 minutes on agenda items] Mrs Janet Huckle reported that she had attended the Police meeting at the URC Church and had obtained various leaflets advising the public on home security and a new service called 'Police Connect' where residents could apply to receive local crime information. The Chair thanked Mrs Huckle and said that the Clerk's office could display some of the information on the various media outlets. Mrs Jill Macfarlane asked whether the Council would consider an advert in the HCN, which she was willing to contribute towards, for the purpose of asking for volunteers. This would be referred to the Communications Working Group. Mrs Macfarlane had also heard further rumours about the Rayner Green. It was then RESOLVED that the Clerk would write to the new Chief Executive of the CCG, copied to Cllr Goldson, to ask for an update on the Rayner Green's future. Cllr Thomas also suggested that the Clerk writes a letter to Cllr Goldson in his capacity as Chairman of the Suffolk Health & Wellbeing Board to ask what the Board was doing to support Halesworth on these health issues, however this was not put to the vote. Cllr Took referring to the issue of signage, asked whether there could be better signs on the exit of the Thoroughfare car park to ensure drivers turned left. Mr Macfarlane confirmed that the Police could not currently enforce drivers to not turn right as this was only advisory. The Chair reported that the Urban Improvement Working Group would be looking at all these types of issues and a list of priorities were currently being drawn up.
8. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors. Cllr Wollweber reported

that he and Cllrs; Fleming and Lewis, had attended the Twinning event in Wissett. Cllr Wollweber reported that it was a very successful event and felt that it was particularly important in the wake of Brexit and recent terrorist attacks to maintain solidarity with Eitorf and Bouchain. Cllr Took reported on the recent Day Centre meeting; the Day centre would be introducing a new 'Loop' system which was designed to make it easier for everyone to hear, not just for users of hearing aids. Dr Macheath explained that the system was around £2,000 to install and after suitable training only nominated persons would be able to use the equipment.

9. **Outside Bodies:** There were no further updates.
10. **District & County Reports:** The Council had received a 26 page document from Cllr Goldson but Cllr Payne expressed his disappointment that there was virtually no reference to Halesworth in the document. Cllr Fleming agreed but felt that there were subjects within the report which could relate to Halesworth and offered to go through the document in more detail. It was then RESOLVED that Cllr Fleming and Cllr Leverett would review the document and circulate to the Council a list of questions for Cllr Goldson. Cllr Fleming would circulate the sections on Health matters to Malcolm Ballantine and Dr Macheath.
11. **Communications:** The Council received and noted the report on the meeting held on the 9th June. Cllr Wollweber asked the Council to approve the Terms of Reference. It was then RESOLVED that the Communications Working Group Terms of Reference was approved with the following amendments; item 5 and item 9 were normal Council practice for Committees in accordance with the Standing Orders and did not need to be included. Item 8, £1,500 budget; the Chair of the Finance Committee, Cllr Lewis, pointed out that there was no current allowance for this in the budget for 2017/2018 and so in the interim, payments would need to be approved by the Finance Committee. However, for 2018/2019 there could be a provision made in the budget.

Cllr Wollweber asked the Council if it would consider whether the Communications Working Group could submit questions to the District and County Cllrs on behalf of the Council. This was not agreed. After some debate, Cllr Lewis suggested that Cllr Wollweber ask the Council if it agreed to send the questions he wished to submit at this meeting instead. The Council then suggested removing one question and after some amendments it was RESOLVED that the following two questions would be sent to Cllr Goldson and Cllr Smith:-

Question One: Under what arrangements is WDC divesting itself of property in Bungay & Lowestoft for example; what property has been given to the new Lowestoft Town Council and under what terms?

Question Two: Could our District & County Councillors make suggestions as to how in the future the Patrick Stead Hospital building can best be used for the benefit of Halesworth residents?

12. **Town Development Committee:** The Council received and noted the report on the Town Development Committee meeting held on the 12th June, 2017.
13. **Financial Matters:** The Council received and noted the report on the meeting held on the 19th June, 2017

14. **Planning:** The Council received and noted the report on the meeting held on the 19th June, 2017.
15. **Neighbourhood Plan Working Group:** To consider any updates. Cllr Thomas reported that the group were currently in the process of arranging a meeting with WDC officers, in the meantime Cllr Thomas requested that members put forward any ideas as to how Halesworth should develop in the future. Cllr Forster reported that at the first meeting it became apparent that the plan for the industrial area of Halesworth was out of date. In view of the fact that members of the public would have to be heavily involved with the Neighbourhood Plan the Chair suggested that the Working Group adopts the Working Group protocol. The Chair also requested that the Clerk is copied into all communications with outside bodies including WDC and SCC.
16. **Halesworth in Bloom:**
- a) The Council received and noted the minutes of the meeting held on the 22nd June
 - b) The Council noted that the Anglia in Bloom judging day will be on the 13th July, 2017. The Chair, Cllr Fleming and Cllr Lewis would represent the Council.
- At the suggestion of Cllr Leverett the Clerk would write to Halesworth in Bloom to thank them for all their hard work during the year and for their preparation for the Anglia in Bloom judging.
17. **Civic Function:** To consider arrangements for a Civic Function. It was noted that the event held in 2015 had raised just over £1,600 and Cllr Fleming asked the Council to consider holding another event. It was then RESOLVED that Cllr Fleming would look at possible venues and ideas for a Civic Event in October or November, 2017.
18. **Community Centre:** To consider whether Halesworth needs a Community Centre and for what its purpose would be. The Chair reminded the Council that Halesworth was one of the few market towns that did not have a Community Centre. It was also noted by Mr Macfarlane earlier that the Apollo Youth Club's building was due to be demolished. There followed some discussion as to whether the Patrick Stead Hospital would be suitable. The Chair emphasised that it was important to try and ensure WDC recognises the need for a Community Centre in Halesworth in its Local Plan now, regardless of whether it was a new purpose built facility or an existing building adapted to suit. The Chair proposed and it was RESOLVED that the Chair and the Clerk together would draft a letter to WDC, to be circulated to all members for comment stating the demand for a Community Centre to be incorporated in their Local Plan.
19. **Events in the Park:** It was RESOLVED that Cllr Fleming would look into the logistics of holding a Jazz event in the park and would report back.
20. **London Rd Building:**
- a) To receive the revised Ten Year Business Plan document: It was RESOLVED that the document was approved.

- b) To consider whether to send the Ten Year Business Plan and/or any other supporting information for WDC's Cabinet meeting on the 12th July, 2017. It was RESOLVED that the document should be sent as soon as possible.
- c) To consider any amendments to the Ten Year Business Plan document. It was RESOLVED that in the third paragraph 'Halesworth' be inserted before Urban District Council.
- d) To consider whether the Council wishes to ask Cllr Payne to complete the Community Action Suffolk's Business Plan. It was RESOLVED that the Council wished Cllr Payne to complete the document whenever it was possible and convenient for him to do so. This would not form part of the supporting information to WDC but would become an important document for the future, particularly with regard to the Neighbourhood Plan and also when applying for future grant applications.
- e) To consider the arrangements for making a presentation to WDC's Cabinet prior to their closed session. It was RESOLVED that the Chair, Cllr Dutton would make the presentation and Cllr Forster and the Clerk would offer any assistance that the Chair required. This statement would be circulated to the Town Council prior to the Cabinet meeting.

21. **Correspondence:** To consider any correspondence: The Clerk reported that he had received notification that the public consultation period for WDC's Local Plan, first draft document, would be Friday 28th July – Friday 22nd September, 2017. Two Town Councillors had been invited to a launch event at Riverside, Lowestoft on Thursday 27th July 6 – 7.30pm. It was then RESOLVED that the Chair, Cllr Peter Dutton and the Chair of the planning Committee, Cllr Keith Greenberg would attend the event.

22. **Accounts for Payment:** The following accounts were approved for payment.

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| 4002. | HMRC payroll liabilities (Quarterly) | 1894.78 |
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DD/Standing Orders:

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| 4003. | Salaries (LGA1972 s111) | 2222.64 |
| 4004. | Nest Pension (LGA1972 s111) | 118.39 |
| 4005. | Barclays Bank Charges (LGA1972 s111) | 17.83 |

Bank & Cash Balances at 30th June 2017

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|-----------------------|--------------------|
| Current 728 | £102,124.27 |
| Community A/c | £5,270.08 |
| Business Reserves 017 | £92,242.61 |
| Petty Cash | £178.32 (22/05/17) |

23. **Staff Matters:** There were no matters to report.

The meeting was closed at 8.55pm

