



Minutes

Present: Councillors;

A Baldwin, A Fleming, P Dutton, A Payne, S Leverett, R Lewis D Thomas (Chair), M Took, D Wollweber

In Attendance: Mr N Rees (Town Clerk)

1. **Apologies:** I Winton
2. **Declarations of interest:** Non-pecuniary interests; D Thomas for 4, 7 & 9, P Dutton for 7, A Fleming for 7, 9, & 14a, A Payne for 7, S Leverett for 4, 7 & 9, A Baldwin for 4 & 6, R Lewis for 9 & 14
3. **Minutes:** The minutes of the meeting held on the 12th October 2015 were accepted as a true record.
4. **G.A.P.P.A:** Play partnership working group: The Clerk confirmed that the total was now £35,020 and it was looked as though the Foundation One Family grant would be won (by voting online) and this would add another £5,000, leaving around £2,400 to reach the target figure. RESOLVED it was agreed to send a letter of congratulations to the group. It was also agreed that the authorisation for the ordering of the equipment would be brought to the next finance meeting.
The matter of the town park' users and the town's open spaces was discussed again and it was agreed to try and arrange a meeting (as agreed at the last meeting) as soon as possible. The Clerk would chase Chris Ames of Sentinel who had so far not responded.
5. **Communication:** To consider any recommendations and to review the options for a media screen in the Library. The options for the Media screen were discussed again and it was agreed that the clerk would find out if a full screen display was possible instead of a split screen.
Individual councillor's contact email addresses were discussed and it was RESOLVED that the clerk would speak to Spark Media (the website hosts) as to whether this was possible/practical.
6. **Campus:** The Chair reported that negotiations were still ongoing.
7. **HPFA:** As above
8. **Halesworth Divisional Parish meeting:** Cllr Dutton reported on the last meeting (minutes attached) and explained that although Cllr Dutton and the Clerk were not aware of the scheme prior to attending the meeting there was still an option for Halesworth to join the Speedwatch scheme. However after learning that this involved up to 6 volunteers to patrol other parishes (not their own) the Committee felt that firstly; this was a task that ideally should be performed by the Police and secondly; that there was too much going on for Councillors at the moment to be able to commit to it. It was agreed that this scheme should be monitored to see how it performed and the Council may then consider it again at a later date.
It was also reported that there may be an additional VAS speed indicator sign available and it was RESOLVED that the Clerk should request this for Halesworth provided there was no extra cost involved and that it fitted the existing brackets.

Cllr Dutton also explained that in the meeting the Suffolk County Council representative outlined the 'Local Variation Pilot' which was a name used for the SCC 'offer' to all parishes. This offer was in fact a list of cut backs essentially, the list would show the priority services it would provide and a list of the services it would only offer at an additional cost. At the same time there would be a list of the tasks it was unable to provide. This was meant to highlight the work that Parishes could undertake themselves. However there was some doubt with the personal and public liability insurance. The Clerk read out information from Zurich (Council's insurers) that confirmed that there was some degree of personal injury insurance provided in the council's policy. However, Zurich understood that the public liability insurance would be provided by the County Council but if this was not the case there was a list of quite onerous conditions which would need complying with before Public Liability would be offered. It was agreed that these conditions would mean that undertaking some of these tasks would make this unacceptable if SCC were not covering the public liability insurance.

9. **Future of the London Road Building:** Cllr Fleming reported that information from WDC confirmed that the Halesworth local WDC office would be closed by the end of March, 2016. Clearly this had implications on the whole building and it was therefore important to arrange a meeting with WDC as soon as possible.
10. **Town Plan/Neighbourhood Plan:** The committee received and noted the submission from Vic Gray for the 'Historic Heritage' section and the submission from Tony Langford for the 'Rights of Way' section. There were no amendments. It was confirmed that Cllr Payne was currently working on a condensed version of the Town Plan.

Cllr Dutton referred to WDC's Local plan review and explained that this would be ready before HTC's Neighbourhood Plan and so it was important to compile a list of the Council's key points (noting that it was had not been consulted), to present to WDC's Local Plan Team as soon as possible. WDC were not bound to take notice of it but at least they would have an indication of the Town's requirements on file. The key points would include HTC offices, types of housing required, a cycling plan, community centre etc. It was then RESOLVED that at the December 14th TDC meeting there is an agenda item on proposals for a Neighbourhood Plan to go forward to WDC's local Planning Team.

11. **Police:**
 - a) Speedwatch Scheme: To consider participating in this scheme - this was dealt with under item 8
 - b) To review PCSO Edd Vincent's observations on the Thoroughfare. It was agreed that the proposals were very interesting but it was RESOLVED to postpone this matter for another month.
12. **Small Works:** To consider the list of small works in the town that could be covered by outside contractors/volunteers: It was noted that the SCC's list of works had not been received as yet. This list would then identify some areas where outside contractors could be used. In the meantime it was noted that the Notice Board needed urgent repair and the Map outside the Angel needed replacing. The Clerk reported that this map, which was now cracked and crazed, was an integral part of the stand and would need to be replaced with a frame and Perspex as it could not be repaired. The Chair of the Finance Committee, Cllr Lewis advised the committee that there were funds available for this purpose and for general repairs in the town, such as benches that needed repairing/refurbishing. It was then agreed that the Clerk uses his maintenance budget and liaises with the Cllr Lewis as required to get this work completed.
13. **Fair Trade Town:** To consider developing Halesworth as a 'Fair Trade' town. Cllr Fleming handed out a leaflet which explained how to become a Fair Trade. It was RESOLVED that a Fair Trade Working Group would be formed to look at this and the members would be Cllr Fleming, Baldwin and Took.
14. **Skateboard Park:** To review feedback on the maintenance required for the skateboard park. Cllr Fleming reported that the maintenance of the skateboard park was HTC's responsibility.

The park was now 12 years old and was in need of repair. A meeting would be arranged with Waveney Norse and the Skateboard representatives to discuss the problem. It was RESOLVED that Cllr Fleming and Lewis would form a working group to look at the Skateboard Park.

15. **Website:** Cllr D Wollweber distributed and explained his draft proposals for improving the layout. It was agreed that these changes would improve the accessibility of the site. It was then RESOLVED that the Clerk and Cllr Wollweber would take these proposals to Spark Media & Mustard Creative (the current website hosts and designers). It was agreed that the security update (previously quoted at £180) would be required but this may need to be actioned after any re-design takes place.
16. **Byelaws:** To receive any updates on the request from HTC to WDC to adopt a list of byelaws, primarily for the Town Park: The response received from WDC had been very poor and seemed to suggest that this was not possible. The Chair, Cllr Thomas, explained that virtually all of the byelaws on Mr Macfarlane's list were already covered under existing laws and so it was difficult to understand WDC's response. The Chair would discuss this again with Mr Macfarlane and report back to the Committee.
17. **Correspondence:** Cllr Fleming reported that WDC had extended the Parking review until the 20th November. Cllr Fleming also reported that Mr Simon Barnet of SCC had agreed to attend a Consultation day on the Bus Hub, date to be confirmed but the idea was to have it on a Wednesday in the Old Print Works. People could come and ask questions or have their say.

The meeting was closed at 8.20pm