



Present: Councillors;

A Fleming, P Dutton, A Payne, D Thomas (Chair), M Took, S Leverett, I Winton

In Attendance: Mr N Rees (Town Clerk), Mr Tony Langford & 3 members of the public

Minutes

1. **Apologies:** Cllrs R Lewis and A Baldwin
2. **Declarations of interest:** Non-pecuniary interests: Cllr D Thomas for item 4 and Cllr M Took for item 4
3. **Minutes:** To receive and approve the minutes of the last meeting held on the 13th July 2015: The minutes had been approved by the Council on the 7th September.
RESOLVED The Chair proposed and it was agreed that the minutes in future should be approved by the Committee. The Chair confirmed that he would write a report for the each monthly Council meeting.

It was agreed to receive a report from Mr Tony Langford regarding item 8a, Rights of Way. Mr Langford provided a report to all the Councillors and the Clerk. The report, in brief, highlighted that there was a good network of footpaths but maintenance must be kept up and possible routes investigated to link Halesworth with Bramfield and Walpole. Some of the pavements in the town were very narrow, for example the pavement between the Thoroughfare and the Market Place, particularly for Wheel Chairs and Mobility Scooters. An audit of the number and condition of benches in the town should also be undertaken. There was also a need for extra benches in the Town Park. Mr Langford confirmed that the report would be finished in about three weeks. The Committee thanked Mr Langford for spending the time on the report which was to be used for updating the Town Plan.

4. **G.A.P.P.A:** Play partnership working group: To review any updates. Cllr S Leverett drew attention to the Open Space Needs Assessment undertaken by Waveney District Council and under the section on Parks and Gardens/Open Space it was noted that other than the Town Park, the remaining areas in Halesworth were of low quality and value. It was therefore important that GAPPA look at these other sites. The Chair reported that he had accompanied Cllr Anne Fleming on a walk around Halesworth to look at the other amenities. Cllr Fleming reported that she had reason to visit Barley Meadow and discovered that the residents there had taken ownership of the open space and had even managed to get Waveney Norse to refurbish the benches. Cllr A Payne wanted to clarify if GAPPA were only interested in the play equipment in the Town Park, the Chair confirmed that this was the case. It was also agreed that GAPPA's minutes would come to the Town Development Committee first before recommendations were taken to the Town Council. Cllr P Dutton asked if this meant that GAPPA would be disbanded when the project in the park was completed, the Chair confirmed that this was the case.

5. **Communication:** To receive the report from the meeting on the 24th July, 2015 and to consider any recommendations. It was noted again that this subcommittee should also bring their report to the Town Development Committee first. Cllr A Fleming briefly went through the report, on item 3, a new journalist had joined the Beccles and Bungay newspaper and she would be coming to future Council meetings. It was hoped that this would improve the exposure of Halesworth in this paper. No 4 Cllr A Baldwin had looked at the possibility of having an item in the Community News but this was too expensive. The Library had agreed to display a notice at no cost to give the dates for the Council. Cllr Dutton was concerned that this would be swamped with all the other notices. It was then noted that a letter could be written to the Friends of the Halesworth County Library to ask if they could make a special provision for the Council. There was also a file upstairs which could be used to keep the Council's minutes etc and the Library had agreed that this could now be kept downstairs to make it more accessible. It was noted that the website needed updating and Cllr Fleming was would be organising a trip to visit Framlingham Town Council to get ideas from them on their award winning website.
6. **Campus:** To consider recent correspondence on Council Representation and to review any updates. The Committee welcomed the offer for a representative to attend Halesworth Campus Ltd's board meetings. The Council also acknowledged and understood that reports would need to be ratified by HCL before submitting to the Council. It was confirmed that the Council would be appointing a representative at the next monthly meeting on the 5th October. The Clerk would then inform HCL accordingly.
7. **Town Plan/Neighbourhood Plan:**
- a) b) & c) It was agreed to take items a, b & c together.

Town Plan: Rights of Way; Mr Tony Langford, see report as noted above, **Historic Heritage;** this section was being written by Halesworth & District Museum and **Wildlife;** this section was being written by Mr Richard Woolnough (Millennium Green Trust). The latter two sections were currently in progress and the Committee was very grateful that these sections were at last being completed. The Chair noted that the section on Health would also need updating in the light of recent developments.

Cllr Payne, who had spent some time re-reading the Town Plan said that what was required was a short, succinct document on the current position and Halesworth's vision for its future rather than dwelling on the past. Cllr Leverett referred to Southwold's Town Plan where they had identified certain areas of the plan for use as a platform for a Neighbourhood plan. The purpose was to identify what services the town needed. The Chair confirmed that Rendlesham was currently the only town in Suffolk to have a completed Neighbourhood plan but there were several ongoing. It was an extensive process but there were various avenues and support that the Council could use to help with the process. It was agreed that the Clerk would circulate the guide on Neighbourhood plans again for the Committee members to read.

The Chair confirmed that the first step for implementing a Neighbourhood plan involved submitting a limited proposal to Waveney District Council to get initial support and agreement. The Committee needed to have a further meeting solely on the Neighbourhood Plan and asked the members to think carefully about how they saw the development of Halesworth in the future. The primary purpose of the Neighbourhood plan was to designate areas for housing and industrial development and to protect open spaces. The Chair recommended that when the Council

considers the open spaces, site specific allocations, housing etc that Spexhall and Holton Parish Councils are also consulted as there were large areas of land that straddled the parish boundaries. RESOLVED It was then proposed and agreed that there would be a separate meeting to discuss the Neighbourhood plan.

8. **Open Space Needs Assessment:** To review the documents adopted by WDC. The Committee had received a copy of the sections of the Waveney District Council's Open Space Needs assessment which were relevant to Halesworth. This document would be reviewed at the next meeting.
9. **Policing Activities:** To review the current situation. The Chair read out an email from PC Simon Green which explained the lack of Police presence at the last meeting and the reason that there had not been a report. [This email would not be minuted for security reasons] The Chair of the Council, Anne Fleming was shortly due to meet Inspector Nick Aitken and it was hoped that this would clarify the police position in Halesworth. Cllr Payne asked whether it was fairly straight forward to find out what the residents of Halesworth were paying towards the Police. RESOLVED that the Clerk would find out this information.
10. **Speed Data:** To review the data from the VAS speed signs. The Clerk distributed the data from the Vehicle activated speed signs. It was noted that the figures displayed were based on the 85th percentile, which meant that the upper and lower figures were not taken in to account. This was standard practice for assessing speed figures but obviously this method was not showing excessive speeds if there were any. It was the first trial of the VAS signs and the Council will have them back for a longer period next time when the data could be assessed again more thoroughly.
11. **Date of next meeting:** The next meeting would be Monday 12th October at 6.30pm

The meeting was closed at 7.58pm