



# Saxmundham Town Council

## Minutes of the Meeting of the Saxmundham Town Council 7.00 pm 12 April 2021 by Video Conference

### In Attendance - Councillors:

Councillor Di Eastman (Vice-Chair)  
 Councillor John Findlay  
 Councillor John Fisher  
 Councillor Charlotte Hawkins  
 Councillor Nigel Hiley  
 Councillor Tim Lock (Arrived 7.21)  
 Councillor. Jeremy Smith (Chair)

**Also present:** Rosalind Barnett (Town Clerk),

**Open Forum:** Amy Rayner attended the meeting and stated that she wished to support the motion on the Climate and Ecological and Emergency Bill. She expressed her hope that the Council will adopt the motion and set an example in the wider community. She also asked the Council whether they have a biodiversity strategy.

1 155/20TC	<b>Apologies and Approval of Absence</b> County Councillor Richard Smith sent apologies.
2 156/20TC	<b>Declarations of Interest and Consideration of Requests for Dispensations</b> Councillor D Eastman declared a non-pecuniary interest in item 167/20TC as she is a trustee of IP17 Good Neighbours Scheme.
3 157/20TC	<b>Minutes of the Previous Meeting Town Council Meeting</b> <b>RESOLVED:</b> It was unanimously resolved to accept the minutes of the meeting held on the 8 March 2021.
4 158/20TC	<b>County Councillor Report</b> No report received.
5 159/20TC	<b>District Councillor's Report</b> District Councillor J Fisher informed councillors that he had no specific new matter to report.
6 160/20TC	<b>Chair's Report</b> Councillor J Smith expressed the Town Council's condolences to the Royal Family at the news of the death of His Royal Highness Prince Philip, Duke of Edinburgh. The Town websites and Facebook page were updated to express the Town Council's sadness but Covid 19 restrictions and the wishes of the Royal Family meant that a condolence book was not provided.  Cllr Smith explained that a meeting had been planned with the Strategic Transport Officer for Suffolk County Council to discuss the traffic and pedestrian issues for Saxmundham. The purpose of this initial meeting is to establish a relationship with him and his team with a view to inviting them to meet with members of the Neighbourhood Plan Steering Group and take forward some of the ideas for the Town Centre.  Cllr Smith stated that he hoped to bring Councillors together for an informal meeting in the summer to look at Strategic planning for the Council.

Signed \_\_\_\_\_

Date \_\_\_\_\_

24/4/2021

<p>7 161/20TC</p>	<p><b>Minutes of the Previous Committee Meetings:</b></p> <p>a) The draft minutes of the Resources Committee held on the 22 March were received and noted.</p> <p>b) The draft minutes of the Market Hall Management Committee held on the 15 March were received and noted. The Chair reported that the Committee are planning to restart the events programme in the summer and are working on the kitchen refurbishment for which estimates are coming in that exceed the foreseen budget.</p> <p>c) The draft minutes of the Amenities &amp; Services Committee held on the 29 March were received and noted. The Clerk reported that Councillor Hedley Lewis and Councillor Hawkins had completed the planting of the trees with the 'Station Adopters'.</p>
<p>8 162/20TC</p>	<p><b>Economic Development</b></p> <p>Councillor Smith proposed that the Council adopt the Saxmundham Town Centre Action Plan which had been circulated as a draft to all Councillors and the Neighbourhood Steering Group for their comments. The plan prepared by East Suffolk District Council in consultation with the Town Council sets out a programme of activities to support businesses in the Town and development for the Town Centre.</p> <p><b>RESOLVED That the Saxmundham Town Centre Action Plan be adopted. (Councillors however were given a further 48 hours to review and comment on the final version recently circulated, which included a number of detailed amendments).</b></p> <p>a) The Clerk reported on the first virtual Business Network meeting and although only five Businesses attended there was a good discussion about ways to help the High Street. The businesses welcomed the 'Egg Trail' and the community bunting project as ways of encouraging people to visit the Town. They also were positive about the new website and suggested a short one-hour virtual monthly meeting. The Businesses made a request for a Town Manager/Coordinator post to help promote and look after the town centre in liaison with businesses. Councillors supported the idea of the development of this post and tasked Clerk and Chair to develop a proposal using the guidance of the East Suffolk District Council Business Support Team.</p>
<p>9 163/20TC</p>	<p><b>Financial Matters</b></p> <p>a. The Chair reported a comfortable surplus for end of the financial year for the Town Council on its income and expenditure account, and asked councillors to note the balances.</p> <p>b.</p> <p>Town Council End of Year Bank Balance 2020 – 2021    <b>£ 114,715.54 (this does not include the deposit account at the Cambridge Building Society)</b></p> <p>Market Hall End of Year Bank Balance 2020 – 2021    <b>£ 3,739.86</b></p> <p>He explained that the accounts are distorted as they show the Community Infrastructure Levy (CIL) income and expenditure.</p> <p>The Clerk advised that the CIL income and expenditure must be shown in the accounts however in the coming year, the CIL income will show but will be immediately transferred into the Earmarked CIL Reserves and any CIL expenditure will come from Earmarked CIL Reserves.</p> <p>The Chair requested a separate report on the reserves including the CIL reserve.</p> <p>c. Councillors noted the circulated payments and receipts up to the 31<sup>st</sup> of March 2021.</p>

Signed



Date

24/5/2021

	<p>d. The Clerk asked for the approval of the payments of £270 to Frederic Whyte for planting design advice and Dubois Plants of £865 for plants for the station. These payments were agreed.</p>
10 164/20TC	<p><b>Christmas Lights</b></p> <p>a) Councillors noted that the Christmas lights contract has come to an end.</p> <p>b) Councillors expressed support for the Town lights, and agreed to consult with residents and local businesses to hear their views on future lighting.. One issue to decide would be the length of any future contract, e.g. 2 or 3 years.</p> <p>c) Councillors suggested that the small trees be included in the new scheme. The Chair suggested that the legal powers pertaining to entertainment and attraction of visitors were appropriate for the Christmas lights display and events.</p>
165/20TC	<p><b>Neighbourhood Plan</b></p> <p>a) Councillors noted the written progress report on the Neighbourhood Plan prepared by the Chair.</p> <p>b) <b>Appointment of consultants: RESOLVED Councillors agreed to the appointment of the Rachael Leggett and Andrea Long as consultants to work with the Neighbourhood Plan Steering Group to produce the Neighbourhood Plan at a foreseen cost for the whole process of around £11,000. The Council agreed expenditure of up to £3000 from its resources with this rest of the funding for the contract coming from a grant application to Locality.</b></p>
166/20TC	<p><b>Youth Booth –</b></p> <p>Councillors discussed the extension for an additional year for the current licence to CYDS for the use of the Youth Booth. The Clerk was asked to update the licence and secure access to the toilets and water for Town Council activities at the Memorial Field.</p> <p><b>RESOLVED Councillors agreed to an additional one year licence to CYDS for the use of the Youth Booth.</b></p>
167/20TC	<p><b>IP17 Good Neighbours Scheme</b></p> <p>Councillor Eastman presented a report on the agreement for the support grant for IP17 Good Neighbours Scheme.</p> <p><b>RESOLVED: Councillors agreed the written agreement as prepared by IP17 Good Neighbour Scheme. It was agreed that the grant would be paid on the confirmation that the contract of employment is signed off. (Councillor Eastman abstained from the vote)</b></p>
168/20TC	<p>Cllr Hiley proposed the Motion (set out at Appendix A) on the Climate and Ecological and Emergency Bill. Councillors discussed the issues raised and suggested that the Council develops practical ideas that can be implemented locally to improve the environment. The Working Group on the Environment has been agreed before the pandemic, and members will be appointed at the at the Annual Meeting of the Council. Councillors unanimously supported the motion.</p> <p><b>RESOLVED The Council unanimously agreed the motion, which includes the following :</b></p> <p>(i) <b>Support the Climate and Ecological Emergency Bill</b></p> <p>(ii) <b>Inform the local media of this decision.</b></p> <p>(iii) <b>Write to our local MP, asking them to support the Bill; and</b></p> <p>(iv) <b>Write to the <u>CEE Bill Alliance</u>, the organisers of the campaign for the Bill, expressing its support (campaign@ceebill.uk).</b></p>
169/20TC	<p><b>Appointment to Committee</b></p> <p>Councillor Hedley Lewis was formally appointed to the Amenities Committee.</p>

Signed \_\_\_\_\_



Date \_\_\_\_\_

24/5/2021

170/20TC	<p><b>Town Council Meetings and Annual Town Meeting</b></p> <p>The Town Clerk reported on the difficult legal position for all parish councils due to the ending on 7<sup>th</sup> May of the temporary statutory powers to hold meetings by digital means during the pandemic, but before Stage 3 of the government's post-lockdown opening was reached, at earliest on 17<sup>th</sup> May.</p> <p>a) Councillors agreed to convene the Annual Town Meeting on the 18<sup>th</sup> May which will be held at the Market Hall.</p> <p>b) Councillors noted the annual meeting calendar and that virtual and public meetings are not permitted from the 7-17 May 2021. Councillors agreed to change the date of the Annual meeting of the Town Council to the 24 May.</p> <p><b>RESOLVED: That the Clerk is given temporary delegated authority to make decisions on the Council's behalf whilst the legality of holding Council meetings is in question. The Clerk will consult with all councillors if the situation arises where any use of this delegated authority may be required.</b></p>
171/20TC	<p><b>Events Working Group</b></p> <p>Councillors discussed arrangements and the membership of working group to develop an events programme for the Town. Councillor Eastman, Sandbach and Smith agreed to be on the Group. <b>RESOLVED Councillors agreed to the setting up of a working group to organise events for the Town.</b></p>
172/20	<p><b>Town Centre Decoration</b></p> <p>Councillors received the paper on ideas for decorating the Town Centre. Councillor Hedley Lewis suggested that we contact community groups to get further help on the bunting project. <b>RESOLVED Councillors agreed to allocating £1500 from the events budget for decorations for the Town Centre. The delegation of the decisions within this budget would be to the Clerk in liaison with Councillor Findlay and Councillor Eastman.</b></p>
173	<p><b>Reports from Councillor Representatives on Community Organisations</b></p> <p><i>IP17 GNS</i> - Councillor Eastman reported that the Easter Egg Trail is going very well.</p> <p><i>Patient Participation Group</i> – Councillor Hiley reported that an informal meeting was held and the very successful effort of the Saxmundham vaccination roll out programme was noted and the plans for a new health centre were discussed. It was suggested that Town Council invite the Doctor to talk to Councillors about the plans for the Health Centre.</p> <p><i>Sizewell</i> - Councillor Hiley reported that the Planning Inspectorate have held the two-day preliminary hearing. A lot of interesting reports were raised, and the next decision will be whether there will be a delay in the consultation process to allow for face-to-face meetings.</p>
173/20TC	<p><b>Correspondence</b></p> <p>Councillors noted the Correspondence list. Councillors informed the Clerk that there is no active Neighbourhood Watch Scheme in Saxmundham. The Clerk reported that she had received a complaint about signage on the pavements and asked for Councillors' views.</p>

The meeting closed at (9.14) p.m.

Roz Barnett

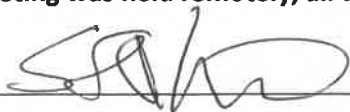
Clerk/RFO to Saxmundham Town Council

Station Approach

Saxmundham, IP17 1BW

**As this meeting was held remotely, all documents will be signed at the earliest opportunity**

Signed



Date

24(5)2021

## Annex A

### Motion to Support the Climate and Ecological Emergency Bill

#### Introduction

Humans have already caused irreversible climate change, the impacts of which are being felt in the UK and around the world. Global temperatures have increased by 1 degree Celsius from pre-industrial levels. Atmospheric CO<sub>2</sub> levels are above 400 parts per million (ppm) and continue to rise. This far exceeds the 350 ppm deemed to be a safe level for humanity.

Without more significant and sustained action, the world is set to exceed the Paris Agreement's 1.5°C limit between 2030 and 2040. Therefore, the current UK target of net zero by 2050 is not satisfactory. It is too little too late.

The increase in harm caused by a rise of 2°C rather than 1.5°C is significant. This is described by the Intergovernmental Panel on Climate Change's Special Report on Global Warming of 1.5°C published in October 2018. According to the IPCC, limiting heating to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society, the private sector and local communities. The costs of failing to address this crisis will far outstrip the investments required to prevent it. Investing now will bring many benefits in the form of good jobs, breathable cities and thriving communities.

Further information is available at: <https://www.cebill.uk/>

#### The Council notes that

- (i) This council has declared a climate and ecological emergency;
- (ii) There is a Bill before Parliament—the Climate and Ecological Emergency Bill (published as the “Climate and Ecology Bill”)—according to which the Government must develop an emergency strategy that:
  - (a) requires that the UK plays its fair and proper role in reducing greenhouse gas emissions consistent with limiting global temperature increase to 1.5 degrees C above pre-industrial temperatures;
  - (b) ensures that all the UK's consumption emissions are accounted for;
  - (c) includes emissions from aviation and shipping;
  - (d) protects and restores biodiverse habitats along overseas supply chains;
  - (e) restores and regenerates the UK's depleted soils, wildlife habitats and species populations to healthy and robust states, maximising their capacity to absorb CO<sub>2</sub> and their resistance to climate heating;
  - (f) sets up an independent Citizens' Assembly, representative of the UK's population, to engage with Parliament and Government and help develop the emergency strategy.
- (g) Council therefore resolves to:
  - (i) Support the Climate and Ecological Emergency Bill
  - (ii) Inform the local media of this decision;
  - (iii) Write to our local MP, asking them to support the Bill; and
  - (iv) Write to the [CEE Bill Alliance](#), the organisers of the campaign for the Bill, expressing its support ([campaign@cebill.uk](mailto:campaign@cebill.uk)).

Signed



Date

20/3/2021

