



Saxmundham Town Council

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Minutes of the Meeting of Saxmundham Town Council at Saxmundham Market Hall on Monday 10th February 2020 at 7.15pm.

Present:

Cllr Jeremy Smith, Chair	Cllr Tim Lock
Cllr John Fisher, Vice Chair	Cllr Nigel Hiley
Cllr Annabelle Reynolds	Cllr John Findlay
Cllr Charlotte Hawkins	Cllr Di Eastman
Cllr Jonathon Macro	

In Attendance:

Maddie Gallop, Town Clerk (TC)
Karen Forster, Interim Town Clerk (ITC)
Jenny Morcom, Assistant Town Clerk (ATC)

Suffolk County Councillor Richard Smith
Seven members of the public.

PUBLIC FORUM: COMMUNITY INFRASTRUCTURE LEVY (CIL)

Members of the public present made the following suggestions:

- Improve the foot path at the side of Waitrose.
- Fund the three communities walk and cycle path.
- Install all-weather cycle shelters in the town centre and at the station
- Support a community event including a screening of 'The Greatest Showman' and a family picnic.
- Pedestrianise the High Street.

Councillors made the following points:

- There is a lot of support for improvements to foot paths and lighting, as well as making the town centre more pedestrian and cycle friendly. An all-weather cycle shelter would fit in with this.
- The Town Council should put pressure on Abellio Greater Anglia to provide a covered cycle shelter at the station, perhaps on the platform.
- The community event may not be suitable for CIL, but the Town Council could consider a small grant in its next funding round, and/or councillors could use their locality budgets.
- The three communities cycle path may be too costly for this round of CIL.
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PUBLIC FORUM: OTHER MATTERS:

There was broad support for painting a football pitch on the Memorial Field in the summer.

REPORT FROM SUFFOLK COUNTY (SCC) COUNCILLOR RICHARD SMITH:

SCC will meet on Thursday to decide its budget which includes a 4% increase in Council Tax.

A boundary review is underway which will decrease the number of County Councillors from 75 to 70. Some divisions that currently have two councillors will have only one and some boundaries will change. There is a proposal to do away with the current Blything Division where Saxmundham currently sits, and for Saxmundham to become the hub of a new division extending to Rendlesham. A decision is expected from the Boundary Commission in June 2020 and the 2021 County Council election will be fought on the new boundaries.

Cllr Hiley asked what SCC was doing about the climate emergency.

Cllr R Smith advised him to check the SCC website for details.

REPORT FROM DISTRICT COUNCILLOR JOHN FISHER:

Responsibility for parking enforcement will pass to East Suffolk Council in April 2020. East Suffolk are likely to increase parking charges for season ticket holders.

The Railway pub has applied for an extension to its opening hours on Friday and Saturday evenings.

AGENDA

Action

5637.00 TO RECEIVE DECLARATIONS OF INTEREST:

5637.01 Cllr Smith declared a non-pecuniary interest in Item 6 as he is a member of SADCIC.

There were no other declarations of interest.

5638.00 TO RECEIVE APOLOGIES AND CONSENT FOR ABSENCE.

5638.01 Apologies were received from Cllr Watson who has to work late. Consent for absence was granted.

Cllr Sandbach did not attend the meeting.

5639.00 TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF THE SAXMUNDHAM TOWN COUNCIL MEETING HELD 13TH JANUARY 2020.

5639.01 The minutes were agreed and signed.

5640.00 CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS:

5640.01 Cllr Smith introduced Karen Forster who will be working alongside our TC on a consultancy basis and then taking over as ITC in early April for around six months.

5640.02 Cllr Smith welcomed Cllr Eastman to the meeting and expressed sympathies on behalf of the Town Council.

5640.03 Cllr Smith said he had cut the ribbon at the opening of the refurbished Costa Coffee.

5641.00 TO RECEIVE AN UPDATE REGARDING THE LOCAL PLAN

5641.01 The Neighbourhood Plan Steering Group (NPSG) has been focussing on Town Centre policies and would like to commission a piece of work to generate plans to make the Town Centre more attractive and practical.

The group is arranging a meeting with East Suffolk planners to discuss the Neighbourhood Plan and is investigating land ownership in Fromus Square. This will be important for improving the path behind Waitrose and possibly moving the market.

The NPSG hopes to publish a first draft of the Neighbourhood Plan by the end of the calendar year.

5642.00 COMMUNITY INFRASTRUCTURE LEVY (CIL)

5642.01 Ideas from people getting in touch via Facebook include:

- Improving paths and lighting from the Hopkins estate.
- Making the public WCs vandal proof.
- Electric car charging.
- Speed monitoring on Church Hill.
- Alleyways and safety.
- Improving the flower tubs/wash basins at the top of Rendham Road.
- Better signage to Sax museum.

5642.01 Ideas raised at the meeting included:

- Lighting and clearing the path to Mayflower Green estate.

Agreed

- **Ideas from the Public Forum, Facebook, this meeting and the Resources Committee Meeting should be combined for further discussion at the next meeting of the Resources Committee.** ATC
- **The Amenities Working Group (AWG) will investigate the footpath to Mayflower Green and make proposals for improvement.** AWG

5642.03 ITC mentioned CIL training sessions being run by East Suffolk Council in February and March.

5643.00 SAXMUNDHAM TOWN COUNCIL: CLIMATE EMERGENCY.

5643.01 Cllr Hiley presented the Climate Emergency report.

The actions proposed in the Report were agreed in principle, and the NPSG will take the proposals forward in the Neighbourhood Plan. NPSG

5644.00 TO RECEIVE A REPORT FROM THE RESOURCES COMMITTEE.

5644.01 The draft minutes of the Resources Committee held 3rd February were received and noted.

5644.02 The payments authorised by the Resources Committee were noted.

5644.03 The following payments from the Saxmundham Town Council (STC) account were authorised:

Petty cash Imprest - £50
 EBE office 365 subscription - £183.36
 Whites of East Anglia stationary - £19.88
 RW Curle youth booth heaters - £1,379.21
 Essex medics for xmas event - £100.00
 SCC pension fund - £800.81
 Wages - £1,173.40
 Wages - £1,983.60
 Total £5,690.26 including VAT

The following direct debits and debit card payments were noted:

Viking stationary - £229.15
 Ordnance survey - £29.99
 Opus gas bill OPS - £295.01
 Waveney Norse cleaning OPS - £264.31
 Opus gas bill OPS - £295.01
 Total - £1,113.47

The following payments from the Market Hall (MH) account were authorised:

C Hoffman for website updates - £25.00
 Wages - £970.80

Cllr Eastman confirmed that she had reconciled the accounts to the end of January 2020.

5644.04 Budget reports for STC and MH were received and noted.

56.44.05 Interim Town Clerk: Cllr Smith reported that STC had entered into agreement with Karen Forster for consultancy services until the end of March and then to act as an Interim Town Clerk from early April for a period of six months.

5645.00 COMMUNITY PARTNERSHIP

5645.01 Cllr Findlay reported that our Area Partnership comprises Aldeburgh, Leiston, Saxmundham and surrounding areas. Partnerships across East Suffolk have £10,000 each to be committed by 31st March 2020 and then £25,000 per year for the next three years. There is also a High Street fund called 'The People's Pot'

The Town Centre Working Group, which reports to the NPSG, is developing proposals for well-designed basic signage for the Town Centre that will not conflict with longer term plans in order to bid for the funds that must be committed by the end of the financial year.

The NPSG will also consider further bids to Partnership Funding for consideration by the Town Council.

5646.00 ADDITIONAL COST OF MARKET HALL BOILER AND AWARD OF CONTRACT.

5646.01 The Town Council agreed to award the contract to replace the Market Hall boiler to JT Wilding Maintenance Ltd and to accept their quote of £8,997 excluding VAT.

5647.00 SAXMUNDHAM IN BLOOM.

5647.01 Cllr Fisher proposed that the Town Council purchase its own hanging baskets and get volunteers to water them.

Cllr Macro proposed that the Town Council purchase the 40 hanging baskets, as suggested by Norse, for the coming year but explore longer-term 'greener' options for the future.

The proposals were put to the vote.

Cllr Fisher's proposal received 2 votes in favour, 3 votes against and 4 abstentions.

Cllr Macro's proposal received 3 votes in favour and 6 abstentions.

Action

Cllr Macro's proposal was agreed on majority. The TC will order the hanging baskets from Norse and arrange for them to be planted up.

TC

5648.00 SIZEWELL C.

5648.01 The meeting noted the verbal report from Cllrs Hiley and Fisher on the meeting of Together against Sizewell. Those attending the meeting, including three County Councillors, were broadly against the construction of Sizewell C.

5649.00 TO RECEIVE A REPORT FROM THE AMENITIES WORKING GROUP.

5649.01 The meeting noted the verbal report from Cllr Lock and that the following work is planned but outstanding:

- RoSPA repairs - we are chasing Norse)
- Benches for the memorial field – costings sought
- Repairs to the Old Police Station – to be planned and costed.

5649.02 Cllr Hawkins reported that she is conducting further research into an Outdoor Gym and considering recommending that a small number of pieces of equipment on Carlton Park. If these are well used, further equipment aimed at older and disabled people could be placed on the Hopkins estate park. A report will be made to the Town Council once she has all the information.

5650.00 TO RECEIVE A REPORT FROM THE COMMUNICATIONS WORKING GROUP.

5650.01 Cllr Eastman reported that the new STC website was nearing completion but there had been some difficulties in establishing a .gov.uk domain name.

The ITC confirmed she would sort out the domain name as she is reviewing our IT arrangements.

ITC

5651.00 TO DISCUSS THE FOLLOWING PLANNING APPLICATION.

5651.01 The Town Council agreed to support DC/20/0316/VOC. TC to contact planners.

TC

5652.00 TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES. – No reports.

5653.00. DATE AND TIME OF NEXT MEETING:


The next meeting of Saxmundham Town Council will be on Monday 9th March 2020 at 7.15pm.

The Town Council agreed to cancel its April meeting as it falls on Easter Monday. Town Councillors noted that they may need to hold an extraordinary meeting should any urgent decisions be needed.

The Annual town Meeting will be held on Monday 27th April 2020. In the past community organisations have been invited to set up stalls from 6pm with the formal agenda commencing at 7.15pm.

The meeting ended at 9.45pm

Signed


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Date

9/3/2020
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