



Saxmundham Town Council

Minutes of the Meeting of Saxmundham Town Council 7.00pm Monday 12th December 2022, Market Hall,

Councillors

Di Eastman (Chair), John Findlay (Vice-Chair), John Fisher, Charlotte Hawkins, Tim Lock, James Sandbach, Jeremy Smith, Nigel Hiley, Benjamin Gulliford, Elizabeth Clark & Marianne Kiff

Also present: Katy Bailey (Town Clerk),

Open Forum: There were no members of the public.

- 92/22TC **Apologies and approval for absence:**
- Cllr Findlay – written and accepted
 - Cllr. Lock (received after meeting)

93/22TC **Declaration of Interest:** None received

94/22TC **Minutes of the Previous Meeting:**
The minutes of the meeting 17th November were presented for approval. 91/22TC amendment noted that 1/22TC was a typo and should read 91/22TC. **It was unanimously resolved to accept the minutes of the meeting and the Chair signed the document.**

- 95/22TC **Minutes of the Previous Committee Meetings:**
- The draft minutes of the Resources Committee held 28th November 2022 were noted.
 - Cllr Eastman advised that savings can be made if two surveys are conducted together therefore it had been agreed to recommend that the Amenities and Services Committee also consider conducting a speed survey on Rendham Road as well as North Entrance.
 - Cllr Eastman also confirmed that staff had received backdated payrise in line with Government guidelines
 - The draft minutes of the Gannon Room Trust held 17th November 2022 were noted.
 - ABC has now agreed terms of license and Jeremy has been in touch with Wayne Burns with regards to the agreement
 - Timing of end of the meeting incorrect – end time was 21:30
 - The draft minutes of the Planning & Development Committee held 30th November 2022 were noted.
 - The draft minutes of the Events and Communications Committee held 21st November 2022 were noted.
 - James surname has a 'd' in it 41/22EC

96/22TC **County Councillor's Report:**
County Councillor Richard Smith did not attend the meeting and had sent his apologies

97/22TC **District Councillor's Report:**
District Councillor John Fisher noted that there had been a problem with regards to parking at the Remembrance Sunday and that tickets had been given when parking should have been free. The initial mistake had been from the switch from morning to afternoon and a lack of communication. It was suggested that a letter should be written to the council about how the situation was dealt with and how that it had been unsatisfactory. Cllr. Eastman to draft letter with Katy

Signed _____

Date _____

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Cllr Fisher also noted that there were grants available of up to £2,000.00 for 'field to fork' for farms, allotments or community projects. Applications close at midnight on Sunday 18th December 2022. Amy or Bryony may benefit from this, Katy to forward information from Cllr. Fisher.

98/22TC

Chairs Report

The Chair commented on the following:

- a) Feedback from Christmas Fayre
 - Enjoyed by all
 - Numbers did slip but possibly due to the weather
 - Café owners reported that they had a successful evening
 - It had been unfortunate that the company organising the road closures had been late, but it had worked out well in the end
 - Committee is looking at changing the day of the Fayre from a Friday to a Saturday
 - Feedback on Social Media had been positive
 - Cllr Fisher asked about the parking in the Market Place car park and that it had been blocked. Cllr Eastman responded that the roundabout should not have been there, and that we also need to consider local residents parking.
 - Katy thanked those who had been part of the Organising party, notably Di, Bryony Peall and the team of volunteers at IP17 1UQ
- b) Anti-social behaviour update.
 - It has been reported that the level of ASB incidents have increased including damage in the station waiting room and on the Memorial field, notably the tree that was planted to celebrate the Queen's jubilee.
 - The community support officer has been in contact with the council, there will also be a meeting on the 13th December 2022 with key agencies. Katy will feed back in the next meeting.

99/22TC

Clerks Report

The Clerk commented on the following:

- a) Update from quarterly clerks meeting
 - Talked briefly about precept amount and what other councils are doing
 - Update on inflatables/ bouncy castles and skin piercing byelaws
- b) Thermal Imaging Cameras
 - Thermal Imaging cameras (x2) to be kept at The Town Council and rented out to groups
 - Cameras being delivered in January
- c) Lighting in Fromus Square
 - Graham (East of Eden) had hoped to have joined the meeting to talk about improving the lighting in Fromus Square, unfortunately he was unable to attend
 - Cllr. Eastman raised the issue that we do not own Fromus Square but we have identified this as an issue already
 - Cllr. Jeremy Smith highlighted the other route from Waitrose to the Hopkins estate, there had been an informal conversation with Mr Slater about putting lights there as well. Cllr Smith suggested that we get advise on the best way to light the area
 - Cllr. Eastman & Katy Bailey to look at where we are with regards to acquiring Fromus Square as an asset.

100/22TC

Financial Matters:

- a) **It was unanimously RESOLVED to note and ratify the payments and receipts for November 2022 for the Town Council, Gannon Institute and the Market Hall.**

The Bank balances were reported as follows:

Gannon Rooms

£5,557.43

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Market Hall	£16,599.78
Town Council (Unity Bank & Cambridge BS)	£254,407.61

- b) Up-to-date budget reports and recommendations for the Town Council from the Resources Committee for the financial year 2023/24 were considered
- Cllr. Eastman proposing 4.9% increase in the precept which is what the budget has been based on
 - Cllr. Smith confirmed that he supported the increase of the precept of 5% but noted that 4.9% would, in reality, deliver a slightly greater increase in income due to the increase in the number of houses. Due to the cost of living crisis 10% increase in line with inflation seems too high.
 - Cllr. Smith noted the increase in staff salaries and that this has been allowed in next years budget.
 - Realistic costs for energy have been included
 - Deferring gateway project as not appropriate to fund at this current time
 - The resources Committee sought to link where appropriate the community infrastructure levy funding & Town Council funding to enable some projects to go ahead within the community
 - Note of thanks to Sharon Smith & the Resources Committee for all their work on the budget
 - It was confirmed that this was an opportunity to look at and consider the proposed budget, this would go back to Resources Committee before being signed off by Full Council at their next meeting.
 - Cllr. Gulliford asked about the website for the Memorial Field and questioned how much had been spent and felt that it was more than it should be. Cllr. Eastman responded that this was something that could be looked at and also pointed out that there were multiple websites
 - Any comments on the draft budget to be sent to Sharon Smith by Thursday 15th December to be considered at the next Resources Committee meeting
- c) Up-to-date budget reports and recommendations for the Market Hall from the Resources Committee for the financial year 2023/24 were considered
- Resources Committee has been discussing the marketing etc for the Market Hall
 - The option was discussed of having extra hours from Town Clerk and RFO rather than getting a consultant
 - It was suggested by Cllr. Smith that we may need to draw on reserves for marketing until the Market Hall becomes self funding
 - Cllr. Hiley asked whether there had been any income from weddings yet. Cllr. Smith responded that there hadn't yet as the license had only just been received.

101/22TC **Memorial Field**

Cllr. Lock updated the following:

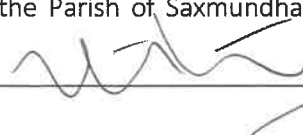
- Bulbs have been planted under the leadership of Amy Rayner
- There have been planting lunches and teas.
- Plaques - individual have been chased and council is ready to place first order

102/22TC **Neighbourhood Plan**

Cllr. Smith updated the following:

- Boundaries Commission – Garden Neighbourhood area due from the 1st April 2023 to fall in the Parish of Saxmundham which would make it geographically a larger parish but not in

Signed _____

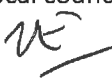


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population terms However, once the Garden Neighbourhood is built there will be a population increase of 40%

- After 4th May there will be 12 councillor positions available
- The Examiner decided to hold a public hearing session on the NP in January following the response that Cllr Smith sent in response to his questions which is unusual at this point in the process.
- Cllr Smith raised another point about the role & appropriateness of the content of the work done by AECOM for us as consultants in relation to the NP
- There is a team meeting on Wednesday to discuss the logistics of the meeting
- Cllr Fisher asked to confirm the type of meeting – Cllr Smith confirmed that is a hearing session that must be held in public
- Hoping to hold the NP referendum the same day as local council elections

Neighbourhood Plan 

103/22TC **Energy Projects**

- It was agreed that The National Grid Sea Link consultation response written by Sharon Smith should be accepted
- Any comments to be sent to Sharon before Thursday 15th December 2023
- Cllr Eastman brought attention to the petition that has been raised by Therese Coffey MP

104/22TC **Reports from outside bodies**

Reports received from outside bodies:

- a) CAB – Cllr. James Sandbach –
 - Saxmundham/ Leiston will no longer be separate legal entities however the service will be the same as before.
- b) Community Partnership – Cllr. Di Eastman –
 - Priorities are the Local warm hubs (these are in the library and the Crossroads Bookshop) and Ease the Squeeze – energy efficiency guidance
 - There is a coat rack outside the Town House and the Social Supermarket is in high demand
 - Cllr Smith asked about the publicity with regards the warm hubs. There is quite a bit across Social Media linked with Rural Coffee Caravan
 - There was discussion about Sax'cess House – there is a problem with the electrics and it was noted that we need to improve dialogue between Sax'cess House and the Town Council
 - It was also discussed about the best way to contact people in the community.
- c) IP17 GNS – Cllr. Eastman
 - Strategy Review – putting together 3 year plan that will be circulated
 - Cllr. Eastman has relinquished duties as managing director but is still chair
- d) ESTA- Cllr. John Fisher
 - ESTA had a Christmas lunch in Melton
- e) Footpath Warden – Cllr. John Fisher – nothing to report
- f) Tree warden – Cllr. John Fisher – nothing to report
- g) PPG – Cllr. Nigel Hiley & Cllr. James Sandbach – nothing to report
- h) SALC – Cllr. Di Eastman & Cllr. John Findlay – nothing to report
- i) Sizewell A,B & C – Cllr. James Sandbach & Cllr. Nigel Hiley – Cllr Hiley had not been receiving invitations to Sizewell meetings – note to improve communication

Meeting ended at 20:43

Katy Bailey
Clerk to Saxmundham Town Council

Signed _____



Date _____

12/1/23