



Saxmundham Town Council

Minutes of the Meeting of Saxmundham Town Council 7.00pm Monday 13th March 2023, Market Hall, Saxmundham

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), Sharon Smith (RFO), Cllr Richard Smith MVO

Open Forum: There were no members of the public.

141/22TC **Apologies and approval for absence:**
● James Sandbach arrived at 19:20

142/22TC **Declaration of Interest:**
● None received.

143/22TC **Minutes of the Previous Meeting:**
The Minutes of the meeting held on 13th February 2023 were presented for approval.

It was unanimously resolved to accept the Minutes of the meeting and the Chair signed the document.

144/22TC **Minutes of the Previous Committee Meetings:**

- The draft minutes of the Gannon Institute Trust held 13th February 2023 were noted.
- The draft minutes of the Market Hall Trustee held 13th February 2023 were noted.
- The draft minutes of the Resources Committee held 27th February 2023 were noted.
- The draft minutes of the Events and Communications Committee held 3rd March 2023 were noted.
 - Date amended from 23rd January to 3rd March.
- To note the draft minutes of the Planning & Development Committee held 8th March 2023.
 - These were not circulated to the Full Council.
 - Action - to be sent out by the Town Clerk or RFO.

145/22TC **County Councillor's Report:**
County Councillor Richard Smith MVO

- Suffolk County Council are increasing Council Tax by 4% (2% towards social care levy and 2% towards general expenditure) He later added that this increase means that the County Council will be spending £680 Million net across Suffolk, 75% of that on social services.
- The County Council had great difficulties balancing the budget but has received money from the Government.
- Sizewell C - Cllr Richard Smith had met with Tom McGarry. Assuming they get past the judicial review, which is next week, EDF will be looking for investors. The final investment decision

Signed

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should be made in 12 - 18 months.

- He has tried to represent communities who are against Sizewell C, but we are almost at the end of the battle and now his priorities have to switch to getting as much funding from EDF as possible by way of community compensation.
- As Purdah begins 23rd March 2023, he will not be attending meetings until after the election.
- He has been making some locality grants for which there is an allocation of £8,000 per annum. He has allocated money to Fromus Centre, Saxmundham/ Carlton Park Adventure Playground/ Saxmundham Museum.
- He thanked the Councillors for the work that they have done in the community, best of luck for election.
- Cllr Jeremy Smith asked if there were any update on the possibility of a Mayor for Suffolk - County Councillor Richard Smith responded that there would be public consultation after the election.

146/22TC

District Councillor's Report:

District Councillor John Fisher:

- District Council Tax is increasing by 2.81%
- Sizewell C - County Council officers and Councillors have agreed to meet the group 'Together Against Sizewell C'
- He has spent his enabling grant.
- Kevin Wegg is the Funding and Grants officer - advising community groups can go to him directly. kevinwegg@eastsoffolk.gov.uk
- ID needed for 4th May election - out of date documents acceptable as long as the photo looks like you.
- There are two voting stations in Saxmundham: The Market Hall and The Fromus Centre.
- County Cllr Richard Smith asked about the visit of Chris Bally, the Chief Executive of East Suffolk County Council. Cllr John Fisher took him around town including the South Saxmundham Garden Neighbourhood proposed site and the proposed site for the converter station.
- Cllr Jeremy Smith asked if Chris Bally was aware of the Neighbourhood Plan and some of the issues around the Garden Neighbourhood. It was agreed that we Cllr Jeremy Smith should write to Chris Bally to inform him about the Neighbourhood Plan
- Cllr Nigel Hiley - asked if there was information about any additional cost arising by enforcing the need for photo ID. Cllr John Fisher confirmed there was a grant to cover any costs.
- Cllr John Findlay asked about him meeting the Chair or other members of the Council. He felt a meeting with some of the Councillors would have been beneficial.

(James arrived 7:20pm)

147/22TC

Chair's Report

Coronation Plans (06/05/2023 – 08/05/2023)

- The time for the Coronation has not been announced yet but it is predicted to be 11:15.
- The Market Hall will be open from 10:30 - 14:30, where The Coronation will be shown - it will be relaxed & informal.
- Event will be ticketed due to numbers; tickets will be available from Crisps. Tea & Coffee and light refreshments will be available.
- Monday (8th May) will be a volunteering Day - A team will be outdoors around Saxmundham in the morning undertaking green initiatives such as litter picking.
- In the afternoon there will be a cream tea for volunteers, and these will also be distributed to the wider community, similar to the Christmas lunch organised by IP17 GNS.

Signed _____



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- Cllr Jeremy Smith asked about bunting & flags. It was confirmed that the town would be decorated.
- Cllr Benjamin Gulliford asked about the charge for the event - it was explained that this was a nominal charge to cover refreshments and to ensure that people commit to the event.

Arts Festival (10/06/2023)

- There was a meeting last week with Clare Palmier (Director at The Art Station) and others involved at The Art Station.
- Clare is coordinating the artists and hopefully organising transport between Snape & Sax
- Clare is also organising music and activities on Fromus Green (with Terry Barrow)
- Stocks Fayre will be on The Memorial Field later in the day.
- There is hopefully going to be a Ceilidh at The Market Hall in the evening.
- Saxmundham Museum, Saxmundham Library and St John's Church are getting involved so that there will hopefully be activities around the town.
- It was confirmed that the High Street would be closed so that the Market could operate safely.

Scout Hut

- There had been a Zoom meeting followed up by a letter from Deben District Scout Council. They are hoping to make better use of the Scout Hut on The Memorial Field in the future and are keen to see it being used for other youth activities.
- They are keen to have a new lease for the hut from The Town Council and are looking for a period of 25 years, but with break clauses.
- The initial letter received is to go to The Resources Committee
- Cllr Benjamin Gulliford asked if there was a Scout group currently. The Chair responded that there was currently a Beaver group and a Cub group. It was hoped that a new Scout Group could be formed.
- The portacabin is owned by The Town Council.
Action - Confirm that this is correct.

Community Policing

- There had been a positive meeting with Saffron Housing Association in Warren Avenue about some issues in the area.
- There is a community fund available from Saffron Housing Association.
- The community policeman implied that Community policing would be changing in the near future. There have been some cases of ASB in Saxmundham. Mainly door kicking/ doorbell ringing. The Police asked that we encourage people to report any incidents.

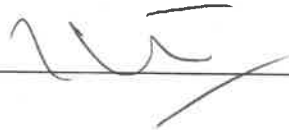
148/22TC

Clerks Report

The Clerk commented on the following:

- The ROSPA report has been followed up and will now go to Amenities in order to discuss the Seaman Avenue play area.
- Saxmundham Market was successful on Saturday. Unfortunately, Snape Maltings have moved their Farmers market to Easter Weekend therefore clashing with the one in Saxmundham, making it difficult for stall holders.
- There is now free Wi-Fi in Fromus Square.
- There is now a pink recycling bin in The Market Place car park for small electrical appliances.
- Plaques for the Memorial field garden have now been chased and ordered.
- 3rd e-newsletter was sent out at the end of February to improve communication within Saxmundham.
- Cllr John Fisher asked about the password for logging on to the Free Wi-Fi.
Action - The Town Clerk to check with East Suffolk how to log on.

Signed



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Financial Matters (chaired by Cllr John Findlay):

a) It was unanimously RESOLVED to note and ratify the payments and receipts for February 2023 for the Town Council, Gannon Institute, and the Market Hall.

- Cllr Nigel Hiley asked what ESPO stood for - Eastern Services Purchasing Organisation.
- Cllr Nigel Hiley asked what period of time the Youth Booth Electricity covered. Sharon Smith (RFO) confirmed that it was 6 months. This Electricity usage will be reviewed in line with the new Scout Hut lease.

b) The Bank balances were reported and noted as follow:

Gannon Institute	£4,291.51
Market Hall	£16,234.75
Town Council (Unity Bank & Cambridge BS)	£186693.97

c) The Town Council reviewed and noted the budget versus actual income and expenditure at February 2023.

- Incorrect budget had been sent out initially. Action - Sharon Smith (RFO) to send out tomorrow.
- The deficit is currently £12,620.00 whereas it had been budgeted for a deficit of £24,000.00.

d) The Council unanimously accepted the Resources Committee's recommendations to withdraw £80,000 from the Cambridge Building Society and invest in a 100 Day Notice Account with United Trust Bank.

- Cllr Jeremy Smith added that this move is not just to increase the interest rate but also to safeguard our balance. He asked whether the money in the 100 Day Notice Account is safeguarded to protect the balances.

It was noted by Cllr Di Eastman that United Trust Bank is different from United Bank

150/22TC

Administration

a) The Internal Controls Statement was reviewed and unanimously approved by the full council.

- There are some outstanding matters, but these areas are being worked on.

b) The Asset Register was reviewed and unanimously approved by the full council.

- Two dog bins and a grit bin missing - written off.
- Water heater in Market Hall
- Planters in front of the Hall
- The value of assets has been increased by £65,000.

The Insurance Policy will be reviewed as a result of looking at Asset Register.

Landscaping, skate park & pumping station not covered by insurance.

Thank you to Sharon Smith (RFO) and Colin Hathway (Caretaker) for their work preparing these documents.

151/22TC

Council Election

a) Nomination papers to be handed out.

b) The appointment time for dropping off nominations confirmed as Monday 3rd April 11:00 in Woodbridge. All completed Nomination papers are returned to Town Clerk no later than midday Friday 30th April in order for them to be checked.

c) Cllr John Fisher has booked an appointment for Friday 17th March and is willing to take nomination papers for other Councillors.

d) The District Code and electoral number can be got from RFO or Town Clerk

Signed



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- 152/22TC **Energy Projects:** An update from Responsible Financial Officer
- There will be a judicial review which is a rolled-up hearing 22nd/ 23rd March in London.
 - Tom MacGarry, EDF, was contacted about a public meeting, but he said that organising such a meeting would turn into a farce and did not feel it would be beneficial.
 - Cllr James Sandbach & Cllr Nigel Hiley expressed a willingness to help with Sizewell C to ensure a smooth transition.
 - RFO to contact Marjorie Barnes (External Communications Manager of Sizewell C) to see if she will come out to a public meeting.
 - SALC have set up a meeting to deal with NSIPs which are dealt with on a National Level.
 - Converter stations will not generate any business rates - not in favour (Chris Bally) Some of this could be done out at sea.

- 153/22TC **Memorial Field**
An update from Cllr Tim Lock regarding the progress with the Memorial Field was received.
- Watering System - to be discussed in the next Amenities Committee and then to be forwarded to the Resources Committee.

- 154/22TC **Neighbourhood Plan**
Cllr. Jeremy Smith updated the following:
- The Examiner has come back with his final responses to our comments on his views of the Neighbourhood Plan and the public hearing.
 - He is positive about the plan in general but because it straddles the boundary of Benhall and Saxmundham we were only entitled to include policies which covered the existing Saxmundham area.
 - Chapter Twelve highlights the issues for the town from the Garden Neighbourhood, this section has been rejected but some key parts of it can be moved back to the introduction.
 - The Examiner's final report is due in the next few weeks and there are firm recommendations that the plan should go ahead if changes are made.
 - The referendum will not take place in May as had been hoped, more likely this will now go in the Autumn.

- 155/22TC **East Suffolk Democratic Planning Alliance**
Cllr. Nigel Hiley updated the following:
- A letter has been circulated to all councillors about the next meeting which is on 25th March.
 - CEO of East Suffolk District Council has been invited to the meeting.
 - Anyone is welcome to attend the meeting.

- 156/22TC **Reports from outside bodies**
Reports received from outside bodies:
- a) CAB – James Sandbach - no update
 - b) Community Partnership – Cllr Di Eastman - Next year we should be looking to tap into funding for community projects from the Community Partnership.
 - c) IP17 GNS – Cllr Di Eastman - nothing to report.
 - d) ESTA- Cllr John Fisher - AGM 4/3/2023 There was a speaker from Greater Anglia railways - he was questioned on the Ipswich/ Saxmundham line which had been reported in EADT as being closed to allow for embankment work to be carried out at Woodbridge. There would also be a reduced service between Saxmundham and Lowestoft.
 - 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. There was a meeting in February - which included an update on staffing. There are delays with the One-Stop-Shop Medical Centre, however Dr Havard remains optimistic.
They are starting some pre-diabetes training.

Signed _____

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There have been monthly videos/ films shown at the Fromus Centre - there had been a good response.

- h) SALC – Cllr Di Eastman & Cllr John Findlay - There is an invitation for an online forum for SALC. Sharon Smith (RFO) to check that we are on the invitation list to SALC events.
- i) Sizewell A, B & C – Cllr James Sandbach and Cllr Nigel Hiley.
Sharon Smith (RFO) reported that there is an outage at the moment.

Meeting ended at 20:50

Next meeting on the 5th April 2023

Katy Bailey
Clerk to Saxmundham Town Council

ACTION

- Action - to be sent out by Town Clerk.
- Action - Confirm that this is correct. (Youth Booth owned by TC)
- Action - The Town Clerk to check with East Suffolk how to log on.
- Action - Sharon to check that we are being invited to SALC meetings

Signed



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