



Saxmundham Town Council

Minutes of the Meeting of Saxmundham Town Council 7.15pm Wednesday 5th April 2023, Market Hall, Saxmundham

Councillors

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

Also present: Katy Bailey (Town Clerk), Sharon Smith (RFO), Jen Morcom (Assistant Town Clerk)

Open Forum: There were no members of the public.

Cllr Di Eastman opened the meeting and thanked Cllr Nigel Hiley for all his hard work during his time on Saxmundham Town Council. Cllr Hiley had decided not to stand for the Council for another term.

1/23TC

Apologies and approval for absence:

Cllr. Tim Lock absent and Cllr. Marianne Kiff absent - no apologies received

2/23TC

Declaration of Interest:

There was a non-pecuniary Declaration of Interest made by Cllr. Di Eastman as a Trustee of IP17 GNS

At this point of the meeting, Councillors agreed to the item regarding the **Old Fromus Centre Site Development** to be moved up the Agenda, to allow Cllr Jeremy to speak on the matter before departing the meeting.

3/23TC

Old Fromus Centre Site Development: Cllr. Jeremy Smith reported on Suffolk County Council plans and future arrangements for the site including the community garden, as well as recent developments concerning the Neighbourhood Plan.

- The development of the Old Fromus Centre relates to the Neighbourhood Plan. Further to his report to the last Full Council Meeting, the Neighbourhood Plan has now, including a significant number of changes, been approved by the Examiner and recommended to East Suffolk District Council.
- Revised text for the Neighbourhood plan is expected in the next two weeks, in line with the Examiner's recommendations, which should enable a date for the referendum to be set by East Suffolk District Council.
- Planning application for the Old Fromus Centre came in late last year and was discussed by the Planning & Development Control Committee. Cllr. Jeremy Smith did not disagree with the response from the committee but considered that it was too brief, and the matter was not brought to the wider Council's attention.

Signed _____

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- The Community Garden is a site of importance for the community. Greener Sax have been informally running it and those working the allotment space include vulnerable adults, who are supervised.
- The whole site is also, after the South Saxmundham Garden Neighbourhood, probably the largest plot of land to be used for housing development. It was noted that the upgrade of pathways in the area form part of the discussion.
- Cllr. Jeremy Smith has looked at the District Council's planning site in relation to the application and there are some very recent additional documents (17th March 2023) which raise some issues for the Town Council. One concern expressed in relation to the community garden was that there is no play area; this ignores that there is an existing playground very close by.
- Cllr. Jeremy Smith suggested that there could be discussion between the Town Council and the County Council concerning the community garden. The Town Council might offer to be the holder of this land in order for it to be protected, possibly a lease or freehold transfer.
- It was proposed that a recommendation should be made at the next meeting for the way forward.

Cllr Jeremy Smith left the meeting at 19.45.

4/23TC

Minutes of the Previous Committee Meetings:

- a) The draft minutes of the Gannon Institute Trust held 13th March 2023 were noted.
- b) The draft minutes of the Amenities and Services Committee held 27th March 2023 were noted.
- c) The draft minutes of the Planning & Development Committee held 16th November 2022 and 8th March 2023 were noted.

5/23TC

County Councillor's Report:

County Councillor Richard Smith MVO not in attendance therefore there is no report

6/23TC

District Councillor's Report: No report

Next Full Council Meeting is on the 24th May 2023 where the new councillors will be sworn in.

7/23TC

Chair's Report

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

- Tickets available for the Coronation celebration at Crisps
- The town will be decorated with bunting and flags to celebrate the Coronation

Arts Festival (10/06/2023)

- The next meeting of the organising committee is next week.

Scout Hut

- There is no update but the matter is in hand
- It was noted that CYDS are aware that the youth booth belongs to the Council.
- It was noted that CYDS are not leaving Saxmundham, they are hoping to open another centre in Wickham Market.

Community Policing

- There has been some noise on Facebook about Anti-social behaviour but it is mild.

Signed



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- The public have been urged to inform police of any Anti-social behaviour as they will respond in person.

Annual Town Meeting (Meeting of the Parish)

- A decision is to be made about the location of the meeting
- It was agreed that the meeting should be on 25th May in the Market Hall - Community groups to be invited
- Annual Meeting of the Council 15th May. The Clerk explained that this is when the new Chair will be elected and Councillors are elected to committees.

8/23TC

Clerks Report

The Clerk commented on the following:

- The ROSPA report - which was discussed at the Amenities Meeting, confirmed that repairs at Chantry Park will need to go ahead. The Town Clerk will cross reference anything that needs doing as a matter of priority, then plan the development of Seaman Avenue play area in line with the strategic plan.
- The Town Clerk confirmed that plaques for the Memorial Field garden have now arrived. The next step is to work out how to attach these so that they cannot be removed.
- The Town Clerk gave an update from the Town Clerks for East Suffolk quarterly meeting. The following items were discussed.
 - Ease the Squeeze - there are some grants available for local Community Groups
 - Shared Prosperity Fund - Specific examples of challenges with SCC Highways to be identified
 - Car Parking Review
 - East Suffolk Services - this is the group replacing NORSE
 - Enforcement Service
- Update on Saxmundham Welfare Charities – Letter received from Lucille Batho with regards to a councillor becoming a trustee of the Saxmundham Welfare Charities.
- It was noted that Cllr. Di Eastman and Bryony Peall (manager of IP17 GNS) will be attending a Garden Party at Buckingham Palace on 3rd May 2023.

Thermal Cameras to be added to next agenda

9/23TC

Financial Matters:

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

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

Gannon Institute	£4,230.95
Market Hall	£14,768.65
Town Council (Unity Bank & Cambridge BS)	£170,396.03

c) The Town Council reviewed and noted the budget versus actual income and expenditure at 31 March 2023. The Town Council did budget for a £25,000 deficit to draw down from reserves. However the overspend was only £15,000.00. So the variance between income and expenditure was better than expected.

d) **The Community Levy Report for financial year 22/23 was approved.**

Signed _____



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- e) It was noted that the Sax Music Festival has been cancelled. Terry Barrow, organiser of the festival, has requested a meeting with the Town Council.
- f) The review of the effectiveness of the internal audit for the financial year 2021/2022 was noted. Sharon Smith (Responsible Finance Officer) was thanked for her work on the audit 2022/2023
- g) **The Resources Committee recommendation to allocate £5,000.00 from the Capital Replacement Fund to the Gannon Rooms committed expenditure was accepted.**
- h) **The proposal from the Gannon Institute Management Committee for potential borrowing from the PWLB (Public Works Loan Board) to meet capital expenditure with regards to The Gannon Rooms was approved.**

10/23TC

Town Council Elections:

- a) Nomination papers all accepted successfully.
- b) The Clerk reported that Saxmundham was not on the contested Council list but that it had not been confirmed yet – Congratulations were received from Cllr. Nigel Hiley
- c) It was noted that there are still two seats available on the Council.

11/23TC

Energy Projects: An update from Responsible Financial Officer

- There was no update
- Information about the Five Estuaries public consultations is on Saxmundham Town Council FaceBook page.

12/23TC

Memorial Field

Cllr. Di Eastman presented the Irrigation proposal for the Memorial Field to the Council. **The recommendations from the Amenities Committee to install and finance the watering system were approved.**

13/23TC

East Suffolk Planning Alliance

Cllr. Nigel Hiley updated the following:

- 2nd meeting 25th March – Cllr Hiley will meet informally with Chris Bally after elections

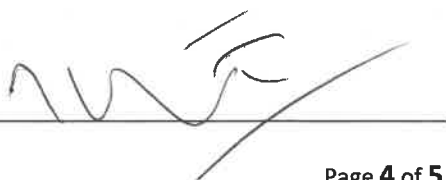
14/23TC

Reports from outside bodies

Reports received from outside bodies:

- a) CAB – Cllr. James Sandbach - no update
- b) Community Partnership – Cllr. Di Eastman -no update but it was suggested that the Town Council approach the Community Partnership for funding for play areas in the town.
- c) IP17 GNS – Cllr. Di Eastman - a Strategic Plan covering the next three years has been completed and sets out how the Trustees intend to develop IP17GNS over this time.
- d) ESTA- Cllr. John Fisher - nothing to report
- 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 - SALC meeting - Cllr. John Fisher did try, unsuccessfully, to join a meeting. Sharon Smith (Responsible Finance Officer) noted that the meeting was dominated by a group of Councils lobbying about planning.
- i) Sizewell A, B &C – Cllr. James Sandbach and Cllr. Nigel Hiley. It was reported that Sizewell B is still in outage.

Signed



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Meeting ended at 20:52

Next meeting on the 15th May 2023

Katy Bailey
Clerk to Saxmundham Town Council

Signed



Date

15/5/23