



Saxmundham Town Council

Market Hall

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Minutes of a meeting of Saxmundham Town Council held at the Market Hall on Monday 13 JULY 2015 at 7.15pm

Present:

Cllr R. Plant – Chairman
Cllr P. Dunnett
Cllr Mrs A Eves
Cllr P Ewart
Cllr J. Fisher

Cllr Mrs L Jardine
Cllr Ms P MacKay
Cllr J Sandbach
Cllr Ms C Trotter-Langlois
Cllr M. Turner

In attendance:

Ms M. Gallop, Town Clerk
Imogen Green, Clerical Assistant
County Cllr Michael Gower – arrived at 8.00pm (previous meeting)
7 members of the Public
Richard Cornwell, EADT

AGENDA

PUBLIC FORUM:

- Anti-social behaviour around Tescos continues to be a problem, particularly on Friday evenings. The Police are monitoring the situation. However the Council have a meeting with the Police & Crime Commissioner, Mr Tim Passmore, next week for discussions on policing issues. We had received a presentation earlier in the evening by Ormiston Family Trust and they provided a report and recommendations following a consultation into Youth Provision for Saxmundham. They provided a handout to supplement their 65 page report. Cllr Plant will organise a meeting with Stakeholders to ensure that the momentum for appropriate Youth provision is at the forefront of Saxmundham Town Council's priorities.
- A member of the public incorrectly thought that the Alde Valley High School is in 'special measures'. This proved to be a false statement because they are not. Apparently there are 18 places at Thomas Mills School and consideration should be given to whether Saxmundham would allow the children to attend. However it was pointed out that Saxmundham already has two secondary schools in its catchment area not including Thomas Mills.

REPORT FROM THE LOCAL POLICE: The Clerk had received apologies from the Police for their unavailability to attend the meeting and read out the 15 recorded crimes.

REPORT FROM THE COUNTY COUNCILLOR: Cllr Michael Gower usually arrives late due to previous attendance at meetings.

REPORT FROM THE DISTRICT COUNCILLORS: Cllr Fisher advised that he had received notification from SCDC that the appeal at North Entrance had been dismissed and planning permission refused.

Cllr Dunnett advised that the Scrutiny Committee was up and running. The Clerk had circulated a report from him to all Councillors. SCDC will be discussing housing needs and the Spa Pavilion at Felixstowe. The workload is increasing daily.

AGENDA

4698. TO RECEIVE DECLARATIONS OF INTEREST:

- Receive Amendments to the Register – **None declared**
- To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda – None declared
- To Receive Declarations of Non Pecuniary Interest in Respect of Items on the Agenda – Cllr Ms C.Trotter-Langlois declared a non - pecuniary interest in CYDS, under donations to be considered, as she is involved with the youth group.
- To Consider Full/Partial Dispensations for Pecuniary Interests declared

4699. TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE: Cllr K Howe, abroad on business.

4700. TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF 08 JUNE 2015 TOWN COUNCIL MEETING previously circulated: Unanimously agreed and signed. **Motion carried.**

4701. TO NOTE THE STATUS OF ACTIONS ARISING FROM THAT MEETING: previously circulated

Action	By	Status
Public Forum – Memorial Field/Seaman Avenue, drainage	Town Clerk	Drainage work has been completed despite the considerable disruption with anti-social behaviour.
Public Forum White Hart – deteriorating state of building	Town Clerk	The Clerk has sent a number of emails to the District Council for advice in regards to this building. No reply has been forthcoming as yet, nor a positive response from the owners regarding the future of the White Hart despite a number of phone calls.

4702. TO CONSIDER CORRESPONDENCE RECEIVED:

A – CORRESPONDENCE TO BE NOTED AND CIRCULATED:

- 827 Abellio greateranglia – Response to our letter concerning Saxmundham Railway Station – they have provided a ticket machine. The problems being experienced is due to there not being a long term lease for the station.
- 828 Network Rail – Response to our letter regarding Saxmundham Railway Station – similar to the above.
- 829 email SALC – various dates for meetings regarding Sizewell C town & parish follow on community engagement events (previously forwarded to our representatives)
- 830 Coastline – SCDC publication
- 831 SALC –email regarding report for Area Meeting
- 832 Gillian Benjamin SCDC – Reports from meetings
- 833 email Terri Caylor SCDC – Planning events
- 834 Leiston, Sax & District CAB – AGM 15 July 6.30pm – Cllr Mrs Jardine attending
- 835 email SCDC Anglia Print Ltd awarded EMAS
- 836 email BFRA – thank you email for extra funding for Music Fest

- 837 email J Hickmott - Observations
838 email SALC meeting follow up
839 email SALC Letter from NALC Chairman on The Commonwealth Flag Day March 14th 2016
840 email regarding Scattered Orchard Project AONB

B – CORRESPONDENCE TO BE DISCUSSED BEFORE REPLY:

- 277 SCDC Adoption of the SCDC Community Infrastructure Levy Charging Schedule – leaflet can be downloaded from their website. SCDC adopted the Charging Schedule on 28 May and resolved to bring these charges into effect today, 13 July 2015.
- 278 SCDC – Public Consultation – draft criteria for the identification of non-designated heritage assets – Views needed before August 17th. This can be accessed via the following <http://www.suffolkcoastal.gov.uk/yourdistrictplanning/designandconservation/heritage-assets/>.
- 279 email Bruno Peek – Fly the Red Ensign for Merchant Navy Day 3rd September 2015 – do we wish to partake? Unfortunately we do not have a flag pole at present.

C – OTHER CORRESPONDENCE RECEIVED TO DATE:

- C 498 email from Suffolk Philharmonic Orchestra, a registered charity putting on various concerts. Would we like one in our community and would we be willing to donate £10 towards the cost of their community concert programme?

4703. CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS: The Clerk advised the numerous problems that the Drainage Company experienced at both the Memorial Field and Seaman Avenue Play Area. Unfortunately this has cost the Town Council and its residents a considerable amount of money more than budgeted for due to increased safety measures having to be put in place.

4704. TO RECEIVE A REPORT FROM THE FINANCE COMMITTEE AND CONSIDER ITS RECOMMENDATIONS: Cllr Mrs Jardine reported.

- To consider approval of the monthly finance report to the end of June 2015 – Cllr Mrs Jardine had signed off the Clerk's reconciliation and proposed the figures as correct, seconded by Cllr Ewart. Unanimously approved. **Motion carried.** Cllr Mrs Jardine advised that £190k in the bank has been earmarked in reserves for the purchase of the Police Station. However she reported that due to the increasing vandalism at the Memorial Field during the drainage works the final invoice will be higher than budgeted for due to the Contractors having to transport all machines on and off site every day and night. A guard was erected around the pump for health and safety reasons and a safe cover placed over the septic tank because it was unsafe and someone could have fallen in it. We will obviously be able to claim the VAT back on this project.
- To consider recommendation of Christmas lighting scheme and costs: Cllr Plant advised that we had received a quotation for fitting sockets/time switches to 15 lamp posts as required for a cost of £200 per unit plus an extra £400 for 2 sockets fitted to walls to power some of the icicle lighting in the Market Place. The +Annual cost for a 3 year contract for supply of (all new) decorations as per schedule including installation, switch-on, removal, maintenance and storage would be £8900. Cllr Plant proposed that we go ahead with the fitting of the sockets for £3400 but obviously tender for the decorations. Cllr Ewart seconded this but requested tenders be in for the September meeting. Unanimously agreed. **Motion carried.**
- To consider temporary partitioning of the police station: The purchase is progressing and we will be sharing the building with the Police until they can relocate. A meeting took place with the Police Surveyor, Cllr Plant, the Clerk and her Assistant. Minimal work will be carried out to begin with whilst sharing with the Police e.g. A combination lock will be necessary, stable door and an update to the kitchen and Ladies toilet. Cllr Fisher raised a suggestion that volunteer staffing to the reception area as an Information Point would be beneficial and could work in conjunction with the Railway Station. However this would have to be discussed with the Police beforehand. Cllr Fisher would co-ordinate with the volunteers. This was agreed in principle as it was for the benefit of the residents. A well designed Board would also be necessary and it would be beneficial if the building could be made into an Information point in the future. Cllr Ewart enquired what the building would be called but it will remain as a Police Station for some time. Cllr Fisher proposed that, in principle, the building is used as an Information Centre,

together with the Council office, seconded by Cllr Ewart., Unanimously agreed. **Motion carried.**

- Cllr Mrs Jardine advised that the Youth Shelter, recently repaired, had been subject to repeated vandalism including explosion of aerosol cans. She thought that it be would beneficial to consider the provision of CCTV in Seaman Avenue Play Area and the Memorial Field: Costs will need investigating and will be brought to the September TC meeting. Hopefully we will be able to receive some monies from Mr Tim Passmore for assistance with CCTV as robust enforcement is necessary.
- To consider the request for donations: Cllrs Fisher and MacKay declared a non-pecuniary interest in Saxmundham Museum, as they are volunteers and Friends of the Museum.

CYDS – Request for £5000.00 – Cllr Mrs Jardine proposed an initial donation of £1000 as more information is needed in regards to statistics such as how many young people from Saxmundham attend CYDS and also how many success stories they have. CYDS has reduced the number of staff but appear to have difficulties with their core costs. Seconded by Cllr MacKay. **Motion carried on majority** – Cllr Trotter-Langlois did not vote.

S.A.F.E. Supporting Activities for Everyone – More information needs to be attained and the Clerk will ascertain how much the Sensory Garden will cost.

PASTEL – Request for grant to assist in the running of current services – Cllr Mrs Jardine proposed we donate £500, seconded by Cllr Plant. Unanimously agreed. **Motion carried.**

SAX Museum - £800 requested for various signage, repairs and IT development. Cllr Mrs Jardine advised the Museum attracts many tourists to the town and proposed we donate £800, seconded Cllr Ewart. **Motion carried on majority** as Cllrs Fisher and Ms MacKay did not vote.

County Cllr Gower had arrived at 8pm and the meeting was closed to enable him to report as follows:-

- The incinerator at Great Blakenham has been opened and is an impressive building which Cllr Gower encouraged people to visit as it prevents landfill. It receives the Open Energy Waste from Suffolk and some from Norfolk providing energy for homes and eventually for greenhouses. This project was on time and in budget.
- The fault with the traffic lights has now been repaired
- The yellow lines outside the Primary School will be put in place on the 10th August. Unfortunately the delay in the footpath in Rendham Road is due to the discovery of a gas governor in a residents garden – awaiting National Grid - and another resident wishes to have the footpath the full length of his garden .
- Meeting was re-opened.

4705. TO CONSIDER THE PROBLEM OF PARKING IN SAXMUNDHAM: Cllr Plant advised that parking around the town is causing a number of problems but permits are not the answer because households with multiple car users would be unable to park near their house due to limited permits being given. The Town Clerk will investigate the cost of purchasing a four hour lease on the car park from the District Council. There is lack of enforcement for cars illegally parked on yellow lines together with people visiting various takeaways double parking along the street instead of driving to the nearby car park. Various ideas were voiced including the use of happy/sad faces on stickers.

4706. TO DISCUSS THE INCREASING ANTI-SOCIAL BEHAVIOUR IN THE TOWN: Cllr Plant advised that we have an expanding town with increased younger people. Earlier in the evening there had been a Presentation from Ormiston Trust who had asked families what facilities they would like to have for the young. The Town Council have £60,000 earmarked over two years for provision for the youth. A Youth and Recreation working party consisting of Cllrs Mrs Eves, Turner and Ms Trotter-Langlois was proposed by Cllr Fisher, seconded by Cllr Dunnett. They will report back to the Council to look at issues and solutions. Unanimously agreed. **Motion carried.**

4707. TO APPOINT COUNCILLORS TO RESEARCH THE VIABILITY OF PRODUCING A NEIGHBOURHOOD PLAN FOR SAXMUNDHAM: Cllr Plant suggested that an effective working party was necessary who will take opinions for a Consultation period. He thought it should be separate from the Town Council meetings with interested members of the community with a strong Chairman essential. Guidance can be obtained from the District Council who will send an Officer to assist. Cllr Plant to liaise with SCDC. A number of Councillors will take the lead (Cllrs Dunnett, Ewart, Mrs

Jardine, Ms MacKay, Plant and Sandbach will come back to the September meeting with various proposals. It is important that all members of the community are aware and able to take part if they wish to be represented.

4708. TO UTILISE THE LAMP STANDARDS FOR ALL FUTURE CHRISTMAS DECORATIONS: - previously discussed.

4709. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE: Cllr Dunnett reported that he had been elected as Chairman of Planning and advised the following application had been discussed and wished to recommend approval to the Council. Terms of Reference for the committee are necessary – Cllr Plant to provide.

DC/15/1687/LBC	Ipswich Building Society	10 High Street, Saxmundham	Conversion of flats above the Building Society in 1 bedroom flats. Original applications C07/1971&1972 & Listed C12/1028 & 1029	Unanimously approved by the Councillors.
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Cllr J Fisher advised the following:

re: DC/15/0354/VOC Variation of conditions 10, 12 & 13 on C11/2864

“Early last year I suggested that the highway work carried out on Rendham Road in conjunction with the Mayflower Green development was not in accordance with the permission granted in 2011. This was investigated by SCDC and found to be the case.

The developer then submitted a retrospective application to do the work as it has already been done. The Town Council objected to this because it didn’t allow a safe route through the Memorial Field and because of dangerous slopes in the detail on the north side of Rendham Road.

Cllr Mrs Jardine and I then attended a site meeting on Thursday 9th July where the developer claimed that the work done had been agreed with SCC although both parties admitted that no one else had been consulted. They were adamant that they were refusing to carry out any improvements in Rendham Road but that they would complete the pedestrian access to the south-western corner of the Memorial Field.

I propose that we withdraw our objection subject to completion of their proposed access within three months, the work being as per the plan received from them with addition of the verbally agreed piping of the ditch on the southern boundary of the Memorial Field, both ditches being part of the property of which we are trustee.”

Cllr Fisher’s proposal was not seconded and after a lengthy discussion where the meeting was closed and re-opened a number of times for the public to give their opinions Cllr Plant proposed that we should go back to Highways and ask what they are going to do about this. Cllr Plant then proposed that as the footway on the north side of Rendham Road is not safe we should not withdraw our objection, seconded by Cllr Ms Trotter-Langlois. **Motion carried on majority** as Cllr Dunnett abstained as he thought the cost of this potential work should not be funded by the Town Council.

4710. TO RECEIVE AN UPDATE REGARDING SIGNAGE FOR THE TOWN: Cllr Mrs Jardine and Plant had a meeting with Highways and outlined a discussion held regarding signage.

Bob Clench, Highways, outlined the requirements for placing new directional signs around the centre of Saxmundham:

1. Check with SCDC Conservation Officer regarding any requirements that need to be met for the signs. Cllr Mrs Jardine has sent an e-mail to SCDC requesting assistance.
2. Appoint an accredited contractor to install the signs.

3. Apply for an SCC Licence to place Apparatus in the Highway from SCC following consultation with supplier and contractor.
4. Consult local residents who will have signs placed near their residence.
5. Have SCC Highways confirm utility stats around proposed sign locations.

Cllr Mrs Jardine advised she had contacted the previous approved supplier to ascertain whether the quotation was still valid and is awaiting a response. Hopefully by the September meeting a full report and costs should be available.

4711. TO CONFIRM THE NOMINATION FOR THE SABRE AWARD: It was unanimously agreed that a worthy candidate for this award is Terry Barrow who instigated the Music Festival for the whole community to enjoy. **Motion carried.**

4712. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:

Cllr Turner had contacted the Running Club with a view to them creating a running event for St. Georges' but they declined.

Cllr Ms MacKay attended the CATS 25th year Celebrations and AGM . Apparently they do not receive many requests from residents in Saxmundham to use their services. They have a reduction in funding from the County Council and have concerns about the future. They thanked the Town Council for our donation.

Cllr Mrs Jardine attended the District Council consultation working development plan. The 2nd stage is looking at housing land allocation within the district. They are aiming to have the Local Plan pre-submission adopted in 2016 on a rolling five year allocation of land supply basis until 2027.

Cllr Fisher attended the SALC Area Meeting which had two speakers, one on Sizewell and Robert Scrimgeour the Senior Design and Conservation Office of SCDC speaking about historic buildings at risk.

Cllr Ms Trotter-Langlois advised that the SAVVY AGM will be held in the Gannon Rooms on 25 August at 7.30pm.

Cllr Ewart had attended a BOS meeting earlier in the day and advised that their networking event had been poorly attended. There will be an evening at the Museum where they will invite interested parties. He reported that their website team is in place and they are contemplating holding a Food Fayre. They also have new stickers. BOS are considering a Customer Services Award with an online voting system. Cllr Ewart advised that they hoped that the Christmas Carols in Fromus Square could be a joint venture as it is difficult for BOS to put on the event by themselves. Christmas Trees will be available at Peggs and businesses will be requested to order their own. He also reported that Phase II paint up for the town on five or six premises will go ahead when availability of inmates is known.

4713. DATE AND TIME OF NEXT MEETING: 14 SEPTEMBER 2015 at 7.15pm

Meeting ended 9.50pm

SIGNED _____

DATED _____