



Saxmundham Town Council

Market Hall

High Street

Saxmundham Suffolk IP17 1AF

Tel/Fax: 01728 604595

www.saxmundham.org

townclerk@saxmundham.suffolk.gov.uk

Minutes of a meeting of Saxmundham Town Council held at the Market Hall on Monday 14th DECEMBER 2015 at 7.15pm

Present:

| | |
|--------------------------|-------------------------------------|
| Cllr R. Plant – Chairman | Cllr Mrs L Jardine |
| Cllr P. Dunnett | Cllr Miss P MacKay |
| Cllr Mrs A Eves | Cllr J Sandbach (arrived at 7.30pm) |
| Cllr P Ewart | Cllr Ms C Trotter-Langlois |
| Cllr J Fisher | Cllr M. Turner |
| Cllr K Howe | |

In attendance:

Ms M. Gallop, Town Clerk
Imogen Green, Clerical Assistant
County Cllr Michael Gower
Richard Cornwell, EADT
12 members of the Public

PUBLIC FORUM:

- The developers of Mayflower Green have closed off Footpath 13 and have been un-co-operative in reinstating it. There was a closure order placed on the footpath which has been extended until the end of March. A member of the public suggested that the developers complete the footpath to the Memorial Field so that an alternative route is available via the land next to the Water Tower. This route is currently blocked by security fencing that had been erected on our Memorial Field whilst building work was taking place. The Chairman will ask the developers to remove this fence.
- More volunteers are needed to clear the land for the proposed bike track adjacent to Seaman Avenue Play Area
- A request for agendas for our meetings to be placed on our website. Clerk to sort.
- Discontent was expressed regarding the response of the District Council regarding the state of the White Hart. The Clerk is constantly trying to encourage the owner of the White Hart to either renovate the building or lease/sell it to enable the town to have a flourishing family pub.
- Cllr Ewart has been appointed a Trustee of the proposed Art Station project to be placed in the Railway Station.
- Another fatality occurred at the dog leg dangerous junction at the Rendham Road junction from Framlingham to the A12. Different signage would be beneficial although bad driving and not understanding the various road markings for who has the right of way has a detrimental effect. Traffic lights or a roundabout would cost an enormous amount of money and it is unlikely that the County Council would invest in this.
- The Clerk has reported occurring problems in the public lavatories in the Market Place car park.

REPORT FROM THE LOCAL POLICE: Anyone who wishes to ascertain the figures of crimes in our area will have to go online to do this as we will no longer receive reports from the Police due to severe cuts in their budget.

REPORT FROM THE COUNTY COUNCILLOR: Cllr Gower re-affirmed the un-likelihood of the County Council providing different road markings at the junction on the A12 at this present time. He advised that EDF and the China General Nuclear Power Corporation signed a Strategic Investment Agreement for the building and operation of the project at Hinkley Point which marks an agreement for a wider UK partnership, to take forward the development for both Sizewell C and Bradwell B power station projects. Cllr Gower advised that they EDF are hoping to accommodate 3000 people near Eastbridge despite it being an inappropriate place to site them. There are also difficulties regarding the four villages who hope for a bypass and Blythburgh require a different road layout.

Continuing problems occur with bad parking outside Kelsale Primary School.

REPORT FROM THE DISTRICT COUNCILLORS: Cllr Fisher did not have anything to report.

Cllr Dunnett had circulated the Leader & Cabinet Briefing to the Councillors. He reminded everyone of the varying dates for bin collections during the festive season.

AGENDA

4764. TO RECEIVE DECLARATIONS OF INTEREST:

- To 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 - Cllrs Dunnett & Fisher declared an interest as District Councillors regarding planning matters.
- To Consider Full/Partial Dispensations for Pecuniary Interests declared n/a

4765. TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE: All Councillors present

4766. TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF 9 NOVEMBER 2015 TOWN COUNCIL MEETING: Unanimously agreed and signed. **Motion carried.**

4767. TO CONSIDER CORRESPONDENCE RECEIVED:

A – CORRESPONDENCE TO BE NOTED AND CIRCULATED:

- 863 email Josie Hickmott – congratulating us on the fabulous lights and Christmassy shops
- 864 Sizewell C Councillors monthly update
- 865 email Suffolk Police Community Safety unit
- 866 Wickham Market Parish Council – copy letter to First Eastern Counties Buses Ltd regarding cuts to the bus services routes 64/65
- 867 ESTA minutes of committee mtg November 13th 2015
- 868 Complaint regarding parking hazard – reported by appropriate authority
- 869 SALC papers for meeting on 7 December 2015

B – CORRESPONDENCE TO BE DISCUSSED BEFORE REPLY:

- 282 copy letter from Area engineer SCC regarding the footway widening in Rendham Road, Saxmundham of which the Town Council has contributed £25,000.00 – this work is due to begin next March.
- 283 email SALC Shape the future of Suffolk Fire & Rescue service (circulated) – Councillors requested to go online and give a response.

C – OTHER CORRESPONDENCE RECEIVED TO DATE:

| | | | |
|------|----------------------------|--|-------------|
| C510 | Copy email from Cllr Ewart | Positive feedback regarding Christmas events | Circulation |
| C511 | Email EDF | Sizewell C Project update | Circulation |

4768. CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS:

Cllr Plant attended a Police meeting at Landmark House, Ipswich last week.

- Severe cuts are occurring
- the Police will no longer deal with parking offences
- reduction of PCSO's ,
- compulsory and voluntary redundancies

Cllr Plant advised that to date the Town Council do not have a completion date regarding the purchase of the Police Station – it needs to be completed before the end of the financial year.

- **To note actions from the November meeting:-**

| ACTION FROM: | BY: | STATUS: |
|---------------------------------------|------------------|---|
| Police Station – planning application | Town Clerk | Planning permission granted |
| Terms of Reference | Chairman/Clerk | These will be agreed in January 2016 |
| 4761 – Men in Sheds Project | Cllr Mark Turner | Cllr Turner advised that he thought the idea of housing the project in one of the garages at the Police Station would be ideal. |

4769. TO RECEIVE A REPORT FROM THE FINANCE COMMITTEE: Cllr Mrs Jardine reported:

- To approve the monthly Finance Report to the end of November 2015: Cllr Mrs Jardine proposed this as correct, seconded by Cllr Plant. Unanimously agreed. **Motion carried.**
- To consider funding for Brook Farm Residents Association Music Festival: BFRA circulated an expenditure sheet regarding next year's event as they would like the Town Council to underwrite £10000. The event will be increased to two days, Friday and Saturday, and they hope to increase the youngsters workshops and provide extra ones for adults. The event is inclusive for the whole community and despite the bad weather last year was an outstanding success. Cllr Mrs Jardine proposed we underwrite this, seconded by Cllr Miss MacKay – unanimously agreed. **Motion carried.**
- To consider the viability, by whatever means, of funding a Feasibility study of the Market Hall of £1000 during the current financial year and a further £3000 in 2016. The meeting was closed to enable Mr Lucas to give a brief resume of work needed to develop the proposals that the working party would like to bring forward. Meeting re-opened. Cllr Plant chaired the Market Hall committee meeting due to Cllr Howe being unable to attend. Cllr Howe declared an interest. He advised that we need to support the funding for the Feasibility study to enable the steering group to source outside grants. Cllr Fisher advised that the Town Council continue to subsidise the Market Hall and increasing maintenance work is necessary. We have fewer users of the hall this year due to the financial climate. Cllr Plant proposed we increase the budget to fund the Feasibility study, seconded by Cllr Miss MacKay. Cllr Fisher voted against, **motion carried on majority.**

4770. TO CONSIDER THE DRAFT BUDGET FOR 2016/2017: Cllr Mrs Jardine advised that the Town Council are undertaking more projects and have spent a large portion of our reserves. The Youth project will cost in the region of £56,000, the Memorial Field drainage £45,000, Rendham Road footpath extension £25,000, Christmas lighting £12000 this year with a further £9350 per year for the next two years. To fund both the Feasibility study for the Market Hall and underwrite £10000 for the Sax Music Fest together with increasing costs for various maintenance we will need a Precept of £163000 this year. On a Band D property this equals to an increase of 27p per week. Leiston Town Council currently have a Precept of £212000 but subsidise their Cinema as we subsidise our Market Hall. Cllr Fisher thought that the Market Hall budget is insufficient and their committee should plan a budget in the future. There is money in reserves for various costs associated with the purchase of the Police Station. Cllr Mrs Jardine advised we must keep reserves between half to a third and proposed we request a Precept of £163,000 for the coming year. Seconded by Cllr Plant. Unanimously agreed. **Motion carried.**

4771. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE: - Cllr Plant who had previously chaired the committee meeting due to Cllr Dunnett's prior commitment, advised the recommendations of the Planning Committee to the Council regarding the applications below:-

| | | | | |
|----------------|--------------|--|---|--|
| DC/15/4544/CLE | Notcutts Ltd | Hall Farmhouse, Church Street, Saxmundham | Continuation of occupation of property without compliance with agricultural occupancy restriction imposed by condition 4 of planning permission E/12299 dated 12/04/72 – The committee had no objections. | Town Council agreed this decision. |
| DC/15/3332/LBC | Mr W Mullett | The White House, 28 South Entrance, Saxmundham | Repairs & minor changes to a grade 2 listed building – The committee supported this. | The Town Council agreed this decision. |

- DC/15/4739/ADI 2 no painted panel signs requested for Church place Retail Park, Church Street, Saxmundham – change of use from former shop premises to restaurant. Cllr Plant advised that we should support this change as we need to encourage new business into the area. Unanimously agreed. **Motion carried.**

A flashing light sign has appeared outside the fish and chip shop in the High Street - this needs addressing. Clerk has liaised with the District Council who will deal with the matter.

The Clerk advised that a further plan had arrived that morning and encouraged all Councillors to look through it. This will be discussed and confirmed at the next Planning meeting on the 4th January 2016.

4772. TO RECEIVE A REPORT FROM THE MARKET HALL COMMITTEE: (minutes attached) – previously discussed. Hygiene inspection was queried and the Clerk informed the Councillors that this was passed with one recommendation for the repairs to be completed regarding the ventilation of the toilets.

4773. TO CONSIDER THE PROPOSED SKATE PARK TIME LINE: - Cllr Ms Trotter-Langlois circulated a proposed timescale for the potential Skate Park. Cllr Fisher had been involved with the initial investigations twelve years ago to site a Skate Park on the Memorial Field. However a housing development has since been built next to the proposed site. This means that a new site has to be allocated, either in the Seaman Avenue Play Area or next to the PortaKabin on the Memorial Field. A pre-planning application has to be submitted by tomorrow to the District Council and any suggestions need to be in immediately. Cllr Ms Trotter-Langlois advised the various proposals that had taken place for them to issue the proposed Timescale in conjunction with Cllrs Fisher and Mrs Eves, Sarah Shinnie, Active Communities Office at SCDC and Rachel Rowe, Building Community Capacity Officer Coastal and Ipswich N&E. The cost of the project is in the region of £65000 and it is hoped that with present funds and grants this will be met with no cost to the Town Council. Cllr Fisher proposed that the Town Council give their permission for the pre-application to be sent to SCDC, seconded by Cllr Plant. Unanimously agreed. **Motion carried.**

A ten minute break ensued.

4774. TO CONSIDER THE CLEARANCE OF THE DITCHES AROUND THE MEMORIAL FIELD: Cllr Plant advised that regular maintenance is necessary particularly since we have invested such a large amount of money in having drainage work completed. Cllr Plant proposed that we obtain three quotations for the work, seconded by Cllr Mrs Jardine. Unanimously agreed. **Motion carried.** Apparently some water is coming from a pipe under the land near the water tower- Cllr Plant will investigate.

- 4775. TO CONSIDER VEHICULAR ACCESS TO THE MEMORIAL FIELD:** Instead of drivers using the tarmac provided for access to the buildings on the Memorial Field some are turning their cars on the actual grass and not on the allotted area on the Memorial Field. This is causing impacted ground which could potentially affect the costly drainage works recently implemented. As the result of cars being driven over the grass it is turning into a slippery muddy surface which could easily result in various safety issues including a child being run over. Various ideas were discussed over this and restricting vehicular access on the field will be discussed at the January Town Council meeting.
- 4776. TO CONSIDER PEDESTRIAN ACCESS TO THE MEMORIAL FIELD AND ITS FACILITIES:** Cllr Plant advised that pedestrian access to the various facilities is limited and a permanent path will be needed to our new Youth facility. Cllr Plant proposed that we provide a path for £1300 , seconded by Cllr Howe. Unanimously agreed. **Motion carried.** Cllr Plant advised that he thought the Developers should fund access to the Memorial Field and also remove their fence from the corner of our field. He advised that at the initial draft consultations Developers and the County Council should also consult with the local Councils .
- 4777. TO RECEIVE AN UPDATE ON PROGRESS ON FACILITATING A NEIGHBOURHOOD PLAN:** Cllr Plant advised that as yet we have had no response from either Benhall or Kelsale to our proposal for them to join us in facilitating a Neighbourhood Plan. Cllr Fisher was requested to remind Kelsale when he meets with them next Wednesday evening. The next meeting for Benhall is on the 21st January and the Clerk will chase them for a response as Cllr Ewart thought we should give them a deadline for a reply as we need to establish our boundaries before we can begin. A steering group from the three parishes is needed with an aim for a February start. Cllr Dunnett thought we should make active attempts to begin our Neighbourhood Plan as soon as possible. Cllrs P Dunnett, Fisher, Mrs Jardine and Plant attended a meeting of the local Primary School as there is a need to look at primary education collectively. Benhall, Kelsale and Saxmundham need to pool resources to enable us all to benefit.
- 4778. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:**
Cllr Miss MacKay has been busily making plans for a Queens Tea Party. The date has been rescheduled to Saturday 23rd April from 2pm to around 4pm to enable the school children to become involved. Invitations will go to residents from the age of 80 and over and it will be a special tea hosted by the younger generation. Other parties have been keen to get involved with various ideas and it will be a real community event. Christies Care who have already donated £500 may have carers free to help on the day. Volunteer drivers will be needed and Cllr Mrs Eves has drafted a letter to be circulated. There will be a guest list of 90 with birthdays from 1926 and photos of these residents and the town will be sourced.
Cllr Turner has been researching various ideas for the proposed 'Men in Sheds' project.
Cllr Mrs Jardine will be attending a working party meeting on the 6th January to discuss the results of the SCDC Public Consultation of the Local Development Plan.
Congratulations were expressed to Cllr Ewart for the successful Christmas event which was enjoyed by many. Cllr Ewart recently attended a BOS meeting and they have decided to have another go for the Customer Services Award which was launched in March primarily for businesses in Saxmundham and the IP17 area.

4779. DATE AND TIME OF NEXT MEETING: 11 JANUARY 2016 at 7.15pm

Meeting closed at 9.34pm

SIGNED _____

DATED _____