



Saxmundham Town Council

Market Hall

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Minutes of a meeting of Saxmundham Town Council held at the Market Hall on Monday 8th FEBRUARY 2016 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 8.00pm)
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
Rachel Rowe, SCC
Richard Cornwell, EADT
4 members of the Public

PUBLIC FORUM : Cllr Plant welcomed everyone to the meeting.

- Saxmundham - Rendham Road - Footway Extension – work will commence on the 29th March. The road will be closed for two weeks.
- There are two pieces of land – one is beside the trees in Seaman Avenue Play Area and the other piece is west of the Water Tower (owned by Northumbrian Water). A member of the public, Mr Smith, has kindly been clearing the land which belongs to us. Cllr Ms Trotter-Langlois advised that she has contacted the Free School with regard to getting the children involved with this project as SAVVY are spearheading this. However the land needs to be cleared within the next three weeks as the birds will be nesting after this and no work can be carried out during the nesting season. Vetting of any workers working with children, Health & Safety, child/adult ratio all needs to be put in place. SAVVY to undertake this. The cost of petrol for using the brush cutter can be met from Petty Cash. Cllr Plant thanked Mr Smith for all his hard work.

REPORT FROM THE COUNTY COUNCILLOR: Cllr Mr Gower advised that budgetary decisions are being held as a saving of £34.4 million has to be made next year. The Government have encouraged the County Council to increase the Council Tax by 2% raising £5.5 million to assist with Adult Social Care. Devolution is on the back burner as Government appear to be focussing on the European issues at present. Parking continues to be a very contentious problem particularly as the Police are having critical cutbacks. A rumour has been circulated alleging that the County Council will be responsible for parking in two years' time but there is no evidence that there is any truth in this. However Cllr Plant will raise this disturbing news with the Police and Crime Commissioner. Enforcement of parking issues is the only way to deal with these problems and the Police are encouraging Town and Parish Councils to fund a PCSO. This would be a costly undertaking and at present we have no idea as to the commitment that would be given to our own Town if we could afford to pay as the allotted PCSO would probably have other duties to undertake.

REPORT FROM THE DISTRICT COUNCILLORS: Cllr Fisher had nothing to report.

District Cllr Phillip Dunnett had previously circulated the Leader & Cabinet Briefing to all Councillors. He made the following comments:-

- Council tax will , unfortunately, be increasing by 1.99%. It has remained the same for the last six years. The Government have decreased the money that they previously used to give back.
- On- street parking continues to be a contentious issue – thoughtlessness does play a big part in this increasing problem.

AGENDA

4796. 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 – Cllr Fisher declared an interest as a District Councillor regarding planning matters.
- To Consider Full/Partial Dispensations for Pecuniary Interests declared – n/a

4797..TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE: All Councillors present from item 4802.

4798.TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF 11 JANUARY 2016 TOWN COUNCIL MEETING: Cllr Plant proposed these as correct, seconded by Cllr Mrs Jardine. Unanimously agreed. **Motion carried.**

4799.TO CONSIDER CORRESPONDENCE RECEIVED:

A – CORRESPONDENCE TO BE NOTED AND CIRCULATED:

- 877 Suffolk Coast & Heaths Monthly update
- 878 FLP Outdoor Play Solutions
- 879 email Rob Butler – WWII & Home Front Events 2016
- 880 Sizewell C update regarding proposal for the Suffolk Energy Gateway (formerly known as the Four Villages Bypass)

B – CORRESPONDENCE TO BE DISCUSSED BEFORE REPLY:

- 284 Tim Passmore Suffolk Constabulary Changes to Suffolk Constabulary's local policing – funding cost of a PCSO. Cllr Plant advised that it would cost in the region of £32,000 to pay for a PCSO. If the Town Council shared a PCSO although it would cost half that amount , obviously their presence around the town would also be halved. Illegal parking causes numerous problems but enforcement is the only answer to this problem. Cllr Plant will liaise with the Police & Crime Commissioner about many issues regarding policing, parking and the role of a PCSO. Cllr Plant will also seek advice regarding the reduction of crime in hot spots, CCTV or lighting around our Youth facilities.
- 285 Steve Henry Suffolk County Council Review of specialist educational provision in the County - responses needed by 7th February to www.suffolk.gov.uk/consultations - generic email circulated to Councillors previously.
- 286 email Mark Pantou. Ambulance Station Supervisor – Traffic congestion on Seaman Avenue, Saxmundham at the end of the school day- Grave concerns regarding safety and the necessity for 24 hour access to the Ambulance Station every day. A lengthy discussion ensued with various ideas being offered in trying to rectify this serious situation. The Clerk will contact the school due to grave problems with parents thoughtlessly parking their vehicles and blocking the access for Ambulances. The Clerk has been in contact with both the Highways and the Police. This will be debated later in the meeting.

C – OTHER CORRESPONDENCE RECEIVED TO DATE:

C517	ESTA	Next committee meeting Wednesday 30 th March	Circulation. Cllr Ewart thought he should step down from this committee as due to his work commitments he has been unable to attend these meetings. Cllr Fisher will be attending on the 30 th March.
C518	Sizewell C	Joint Local Authority response to Sizewell C town & parish events	Circulation
C519	Sizewell C Stage 2 consultation	Planning Aid England	Circulation
C520	SCDC & Waveney District Council	East Suffolk Business Plan –vision for the delivery of services to our communities across the two districts	Circulation

4800. CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS:

The Clerk had been in communication with our local Police who advised that there had been 10 crimes reported in January for Saxmundham.

4801. To note actions from the January meeting:-

ACTION FROM:	BY:	STATUS:
Public Forum: Water being pumped into ditches	Cllr Plant	The Water Board have a wayleave to pump water into the shared ditch. The water is perfectly safe.
4791 Letter to be written- capacity of the Local Primary School	Cllr Plant	Cllr Plant has been liaising with the local school.
4792 Prices for permeable surface on Memorial Field	Cllr Plant/Clerk	Cllr Plant has investigated this and advised that a permeable surface of about 75 x 10 metres would cost in the region of £10,000.
4777 Neighbourhood Plan – contact with Kelsale and Benhall	Town Clerk	Both Kelsale & Benhall wish to be part of a shared Neighbourhood Plan.
4789 Sax proposed bike track – query of land ownership	Town Clerk	We have ascertained that the proposed land for the siting of the bike track belongs to ourselves.

4802. RECEIVE A REPORT FROM THE FINANCE COMMITTEE:

- To approve the monthly Finance Report to the end of January 2016: Cllr Mrs Jardine confirmed that she had today signed off the reconciled statements and proposed this as correct. Seconded by Cllr Plant. Unanimously agreed. **Motion carried.**
- To consider requests for the following donations: Headway Suffolk, Eastfeast and Age UK Suffolk Headway – request for further information regarding numbers assisted in Saxmundham

Age UK Suffolk . This organisation has undergone severe cuts in their funding.and Cllr Miss P MacKay advised that she had been in contact with our local Doctor's surgery who confirmed that they had 1100 patients over 75 registered with them. Cllr Mrs Jardine proposed a donation of £500, seconded Cllr Mrs Eves. Unanimously agreed. **Motion carried.**

Eastfeast - mental health issues. Cllr Mrs Jardine proposed £400, seconded by Miss P.MacKay Unanimously agreed. **Motion carried.**

- To consider the previously circulated Terms of Reference. Cllr Mrs Jardine advised that these had been circulated, accepted and agreed by the committee and she proposed the full Council accept these Terms. Seconded by Cllr Ewart. Unanimously agreed. **Motion carried.**

4803. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE: - Cllr Dunnett to advise the recommendations of the Planning Committee to the Council regarding the application below:-

PL\0007\16	Suffolk County Council	Sax Primary School, Brook Farm Road, Sax	Extension of building to provide one extra classbase, an additional indoor activity area in an existing courtyard between existing building & an extension of the atrium.	Cllr Dunnett proposed that this application was supported by the full Council, seconded Cllr Plant. Unanimously agreed. Motion carried.
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Cllr Dunnett advised that a new planning application had been received today and he requested Councillors to look at it and give their comments to the Clerk as an early decision will be necessary.

To consider the previously circulated Terms of Reference – Cllr Dunnett proposed that theses should be accepted, seconded by Mrs Jardine. Unanimously agreed. **Motion carried.**

Ten minute break ensued.

4804. TO RECEIVE AN UPDATE ABOUT THE PROPOSED SKATE PARK AND CONFIRM THE EXACT LOCATION OF THE PROJECT:

Cllr Ms Trotter-Langlois advised that the Consultation event held in the Market Hall on the 30th January went well and thanked those who attended. Sarah Shinnie from Suffolk Coastal is correlating the information gathered on that date from the youngsters present and at present looking at the top 3 Skate Park companies. Cllr Ms Trotter-Langlois will be able to report further at the March Town Council meeting..

4805. TO CONSIDER THE PROPOSED SAXMUNDHAM BIKE TRACK: - this was discussed previously and Cllr Plant re-affirmed the necessity of completion of the clearance of the land by SAVVY within the next three weeks otherwise this will result in the project being delayed until the beginning of November – due to nesting birds. Cllr Plant expressed his gratitude to Mr Smith who has already completed a large area of clearance.

4806. TO RECEIVE AN UPDATE ON THE MEN IN SHEDS PROJECT: Cllr Turner met up with the Halesworth Mens' in Shed who had offered to provide with both advice and assistance in starting this project in Saxmundham. Halesworth are predominately providing woodwork, Leiston engineering and Cllr Turner thought it would be a good idea for us to provide a computer service.

4807. TO DISCUSS PARKING IN THE ABSENCE OF POLICE PRESENCE: Cllr Plant re-iterated that he will request a meeting with the Police & Crime Commissioner and the Chief Constable to discuss parking issues without police presence. The possibility of having a shared PCSO with another Council had previously been mentioned. However it would probably not be a viable scheme because apart from the costs we would not have enough input to ensure a PCSO would be in the necessary areas within Saxmundham. Woodbridge are currently embarking on this but it should not be the responsibility of Councils to provide this service. Policing should come out of the Police budget and not Parishes. The congestion of Seaman Avenue is partly due to inconsiderate drivers and is causing a dangerous situation that could be fatal. The Town Council will liaise with the school and Cllr Fisher was requested, as a Governor at Saxmundham Free School to raise these concerns at his next Governors meeting. Unfortunately there is no mechanism in place for monies received from parking offences to be put

back into the community that they were issued in. Policing and Enforcement is essential to these problems. There were four ideas put forward for the problem in Seaman Avenue.

- a) Request the Ambulance Station put out a bollard/barrier to cordon off the area before pupils at the school arrive and finish for the day
- b) Inform the parents where they can/cannot park their vehicles
- c) Stagger the time for pupils leaving the school
- d) Cllr Fisher to report back after his discussions regarding this issue with the school

4808 TO CONSIDER THE POSSIBILITY OF RESTRICTING VEHICULAR ACCESS TO THE MEMORIAL FIELD: Cllr Plant advised that an instant result would be to keep the gate locked – however this would probably result in further mayhem of inconsiderate parking and he had investigated various surfacing to provide further parking on the Memorial Field. This will be discussed at the next Finance committee meeting on the 7th March.

4809. TO RECEIVE AN UPDATE ON PROGRESS ON FACILITATING A NEIGHBOURHOOD PLAN: A meeting needs to be arranged with both Kelsale and Benhall Parish Councils. It was suggested that 3 members from each Council form part of this group initially. This plan needs to be led by Councillors but volunteers from all three communities are essential. The Clerk will contact the Parish Clerks of both Benhall and Kelsale to arrange a small informal meeting with nine people present to set the perimeter's. A strong Chairman will need to be proposed together with a minute taker and a secretary. SCDC will also be invited to this meeting once a date has been agreed.

4810. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:

Cllr Fisher attended the Sizewell C meeting on 4th February.

Cllrs Fisher and Ms Trotter-Langlois will meet with Crown Nurseries to ascertain what varieties of trees to purchase for the Memorial Avenue which the Town Council are providing on the Memorial Field.

The Clerk is negotiating with the Probation Service for provision of inmates to provide various services for the Town Council for both painting and gardening. A member of the public had also kindly offered assistance for planting of the trees.

Cllr Ewart advised that BOS are in the process of updating their website. Their AGM will be held at the end of March. They are holding a summer party on the 22nd June at Bruisyard for networking purposes to which the Council were warmly invited. BOS are undertaking various Customer Service Awards.

The Art Station are having a meeting on the 26th February.

Cllr Howe advised that the Market Hall will be having Musical events every six weeks with either discos or bands. They propose to hold nine events a year. A few have already been booked – 13 May, 24th June, 13 August, 16 September and 29th October.

4811. DATE AND TIME OF NEXT MEETING: 14 March 2016 at 7.15pm

Meeting closed at 9.05pm

4812. To exclude the public under the Public Bodies (admission to meetings) Act 1960 on the grounds that publicity would be prejudicial to public interest by reasons of the confidential nature of the following business being transacted :

TO CONSIDER THE POLICE STATION LEASE:

TO REVIEW THE DEED OF TRUST FOR THE MARKET HALL:

SIGNED _____

DATED _____