



Saxmundham Town Council

Market Hall

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Minutes of a meeting of Saxmundham Town Council held at the Market Hall on Monday 12 SEPTEMBER 2016 at 7.15pm

Present:

Cllr R. Plant – Chairman	Cllr K. Howe
Cllr Mrs L. Jardine – Vice Chairman	Cllr J Fisher
Cllr P. Dunnett	Cllr Miss P MacKay
Cllr Mrs A Eves	Cllr Ms C Trotter-Langlois
Cllr P Ewart	Cllr M Turner

In attendance:

- Ms M. Gallop, Town Clerk
- Imogen Green, Clerical Assistant
- Richard Cornwell, EADT
- County Cllr Michael Gower
- Sarah Shinnie
- Rachel Rowe
- 27 members of the Public

PUBLIC FORUM:

As a result of the decision by Suffolk Coastal District Council to permit our planning application for a Skate Park to be located on the Memorial Field a number of queries and concerns were raised by the public.

- Apparently Woodbridge have a Skatepark close to the shops, station and lavatories. A member of the public advised that this was a brown field site and he proposed that the Town Council consider a triangular piece of land which is already enclosed with a platform edge and embankment near the Railway Station. Abellio would have to be contacted and a further meeting would need to be arranged to discuss this proposal. The resident advised he would provide the Town Council with his up to date consultations with Abellio. Our Chairman, Cllr Plant, requested he sent them to the Clerk asap to inform Councillors at any subsequent meeting.
- The proposal to provide a Skatepark for the young people of our town and surrounding parishes has been going on for over twelve years. There have been consultations and the subject has been discussed on a number of occasions. We have the money for this project from Section 106 but it is tied together with the Memorial Field. The proposed Skatepark is the correct size and height that it should be.
- The Extraordinary meeting that was held in August was 'in camera' due to the contents being commercial in confidence.
- The Town Council will hold an Extraordinary meeting to look at all proposals.
- The idea of considering Seaman Avenue Play Area to place the Skatepark was dismissed due to overhead wires and underground piping obstructing the proposed build. It was also agreed that we do not wish to push our youngsters into a hole in the wall – our young generation need to be out in the open. It was unanimously agreed that the Memorial Field was the right place to site the proposed Skatepark.
- There is an increasing amount of dog excrement being left on the Memorial Field. Not only is this totally thoughtless and intolerable it is a health issue and needs to be addressed.

- The ditches on the Memorial Field will be cleared as soon as the Contractors are able to complete the work.

Chris Taylor, the CEO of Freestyle was given time to speak. He praised both Cllr Plant and Sarah Shinnie for their due diligence regarding Council finances. Freestyle legal change of ownership was due to family health issues. They have addressed everything and own the design that the planning application was passed on. They could begin work within the next three weeks and would complete in eight weeks.

REPORT FROM THE COUNTY COUNCILLOR: Cllr Gower did not have anything to report on this month.

REPORT FROM THE DISTRICT COUNCILLORS: Cllr Dunnett advised he had no report to date due to be being the holiday season. He advised that as Chairman of the Scrutiny Committee at SCDC they are working hard to achieve better broadband speeds.

Cllr Fisher advised that SCDC and Waveney are proposing to merge.

AGENDA

4895. 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 Dunnett and Cllr Fisher declared an interest as District Councillors regarding planning matters
- To Consider Full/Partial Dispensations for Pecuniary Interests declared – **n/a**

4896. TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE: Cllr Sandbach, work commitments

4897. TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF 11 JULY 2016 TOWN COUNCIL MEETING and the 12 AUGUST 2016 EXTRAORDINARY MEETING previously circulated : Cllr Miss MacKay proposed these as correct, seconded by Cllr Mrs Jardine. Unanimously agreed. **Motion carried.**

4898a TO CONSIDER OUR RESPONSE TO CORRESPONDENCE DATED 25TH AUGUST FROM JULIAN LIPTON OF FREESTYLE SKATEPARKS:

It was unanimously agreed to discuss both items together. **Motion carried.**

4898b FOLLOWING THE OUTCOME OF 4a TO CONSIDER THE NEXT STEPS IN THE SKATE PARK PROJECT:

Cllr Fisher proposed, subject to our solicitors agreement, that the preferential Contractor for the Skatepark , is used. Our solicitors, Marshall Hatchick, responded with a different payment structure and thought this was legally secure for us. Cllr Plant seconded this providing we have due diligence added to the proposal. Unanimously agreed. **Motion carried.**

Cllr Plant congratulated the Council on obtaining planning permission for the Skatepark and applauded those who have worked so hard on achieving this, SCDC, SCC, all Councillors particularly Cllrs Fisher and Ms Trotter-Langlois. He advised that we had received the views of the children for the design. Cllr Plant said we will consider the successful Contractor in October but Cllr Fisher wished to go ahead before October 2016 but Cllr Plant disagreed. He went on to say that as we are using public money concern was expressed for providing further due diligence and Cllr Miss MacKay thought we need more time to digest the latest information received from our solicitors. Cllr Plant advised that we would call an Extraordinary meeting to vote on the Contractor and to consider the alternative siting of the Skatepark as per the request of some of our residents. Once the Clerk has received all necessary documentation to make an informed decision on the preferred Contractor an Extraordinary meeting will be called.

4899. TO NOTE THE STATUS OF ACTIONS ARISING FROM THAT MEETING: previously circulated:

Action	By	Status
4871 Provision of steering group for Neighbourhood Plan	Town Clerk	Have written emails to Kelsale and awaiting a response
April - Flagship regarding dumped waste	Cllr Trotter-Langlois	An area has been cleared around Mayflower Green at present.
4893 Monterrey Cyprus tree on the Seaman Avenue Play Area	Town Clerk	Felled due to being totally diseased throughout and a health and safety hazard

4900. TO CONSIDER CORRESPONDENCE RECEIVED:**A – CORRESPONDENCE TO BE NOTED AND CIRCULATED:**

- 921 Coastline -SCDC September edition
- 922 Suffolk Coastal Norse – Love East Suffolk – Community Litter Action Spring 2016 – cheque for Charity of our choice
- 923 email AONB Monthly Update for August SCH
- 924 email M.D.Blakeney – General meeting Tuesday 25th October at Theberton VH at 7.30pm
- 925 SALC – latest Highways matters newsletter Editions 7 & 8
- 926 Sax Museum – Sax Souvenirs- ceramic mugs & melamine trays each featuring the OS map covering Sax and surrounding villages
- 927 email Sizewell C – message from Vincent de Rivaz about nuclear new build
- 928 email Liz Gleave Suffolk Libraries – invitation to Summer Reading Challenge presentation Saturday 17th September 2pm in the Market Hall
- 929 email SALC – Police public meetings – dates and venues
- 930 SCC – Suffolk’s year of walking update
- 931 July AONB monthly update
- 932 email Alison Wheatland SCC – 6 October Recruitment day for Local Area Co-ordinator
- 933 copy email SCDC Local Development Plan
- 934 email ukpowernetworks – Dial 105 for a Power cut update
- 935 Complaint about proposed Skate Park
- 936 Saxmundham Welfare Charities – thank you for donation
- 937 Saxmundham Museum – thank you for donation
- 938 Public Rights of Way – part of footpath 13 public path diversion

B – CORRESPONDENCE TO BE DISCUSSED BEFORE REPLY:

- 298 email Justin Hunt – convert shared equity to open market – Mayflower Green – Richard Cornwell will kindly ensure this will be advertised for the community
- 299 SCDC Creating sustainable town & village economies – an invitation to work together
- 300 SALC Area meeting Riverside Centre Stratford St. Andrew 7pm - Cllr Plant to attend

C – OTHER CORRESPONDENCE RECEIVED TO DATE:

C547	SALC	Area meeting minutes from 20 th June 2016	Circulation
C548	Gillian Benjamin SCDC	Suffolk Coastal Disability Forum Tuesday 4 th October 1pm-3pm,	No- one available
C549	Royal British Legion	Thank you for donation	Circulation

4901. CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS:

The Clerk advised that the Market Hall was being re-painted, together with the Police Station, the Youth Booth and the Scout Hut.

Cllr Plant wished to express his sincere thanks to the Hollesley 'boys', the prison staff and the Governor.

4902. TO RECEIVE A REPORT FROM THE FINANCE COMMITTEE AND CONSIDER ITS RECOMMENDATIONS:

- To agree the monthly Finance report to the end of July and August 2016. Cllr Fisher declared an interest in Fishers invoice and did not vote. Cllr Mrs Jardine proposed these as correct., seconded by Cllr Miss MacKay. **Motion carried on majority.**
- To recommend that we have a valuation of the Town Council's fixed assets. (Land and buildings) Cllr Plant proposed we get a price for professional valuation for the Market Hall, the Memorial Field, Seaman Avenue Play Area and Chantry Road Play Area. Seconded by Cllr Ewart. Unanimously agreed. **Motion carried.**

4903. TO APPROVE AND ACCEPT THE PREVIOUSLY CIRCULATED ANNUAL RETURN AND NOTICE OF CONCLUSION FOR THE YEARLY AUDIT ENDED 31 MARCH 2016.

Cllr Plant proposed this as correct, seconded by Miss MacKay. Unanimously agreed. **Motion carried.**

4904. TO CONSIDER THE DISTRIBUTION OF THE TOWN COUNCIL'S NEWSLETTER: The Clerk had been advised that there will a 125% increase in the cost of our Sax News insert from November. Cllr Fisher proposed that a working party consisting of himself, Cllr Mrs Jardine and Cllr Turner meet and discuss the distribution of the newsletter and report back to the October meeting. **Agenda** item for October.**4905. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE AND CONSIDER THEIR RECOMMENDATIONS:**

Cllr Dunnett reported on the recommendations of the Planning Committee and proposed support for both applications. These were seconded by Cllr Miss MacKay.

24 August	DC/16/33 62/FUL	Mr E Baptiste	45 South Entrance, Sax	Rear extension and alteration	The Town Council support this application. Motion carried.
26 August	DC/16/34 05/FUL	Mr Steve Crane	Sax Free School	Replacement of existing failing and defective crittiall and timber windows with new aluminium double glazed units to extents shown on the attached drawings. New fenestration to match existing. New windows and doors to match existing colour (white)	The Town Council unanimously support this application. Motion carried.

4906. TO RECEIVE A REPORT FROM THE MARKET HALL MANAGEMENT COMMITTEE:

Cllr Miss MacKay reported:

- Painting of the Market Hall is ongoing but the Clerk pointed out that it is extremely difficult to do as we have hirers of the hall consistently using it. Cllr Miss MacKay gave a hearty thank you to the lads from Hollesley Bay who are doing an excellent job.
- The Market Hall Working Group has had several meetings with Suffolk Library concerning the proposed integration of the Library with the present functions of the Market Hall in a newly developed two storey building. A preliminary enquiry form has been forwarded to the Heritage Lottery Fund which

summarises the basis of the proposal for the development of the Market Hall. We expect a reply in about a month. This is for a possible £2 million of funding towards the estimated 3.5 million.

There is support for the project from the RSA Regional Fellowship of the East of England.

At the brain-storming meeting today, the MHWG discussed again the position of the Library within the proposed redevelopment of the building, taking into account the comments and needs of the community as expressed at the Stakeholder's meeting. As a result of this discussion, the architect Tim Buxbaum will be asked to have another look at the integration and circulation of the building. He has also been asked to do more work after recent discussion with the Traffic Consultant and Planners, concerning intensification of use. He will also be discussing with the Bell the siting of waste bins etc.

It is really essential that the Town Council sorts out the Market Hall Trust details, as we will be unable to proceed to formal applications of any kind if the Trust and its members is not formally and legally constituted.

- Market Hall Trust – Cllr Plant thought that this was not properly constituted. However Cllr Fisher advised in about 1936 there were separate Trustees but this has been changed to the Council as a whole. He explained that people obviously die but Councils do not and it is common practice for a Council to be the Trustee for Town/Village and Market Halls. Cllr Plant will liaise with Wil Gibson to come and address the Council about this.

4907. TO CONSIDER PLANNING RENEWAL FOR THE YOUTH FACILITY: Cllr Plant advised that Sax Town Council will need to renew our planning application for the Youth facility. We must not exceed the height of the building and Cllr Plant proposed that we would need to apply for a pre planning application for a non- specific building in perpetuity, seconded by Cllr Ewart. Unanimously agreed. **Motion carried.**

4908. TO DISCUSS PLANS FOR A CHRISTMAS TEA PARTY: Cllr Mrs Eves advised since the successful Celebratory Tea she thought it would be an excellent idea to hold a Christmas Tea party for the elderly. She has invited three schools and their friends to provide a Carol Concert. The Clerk has provided a number of dates when the Market Hall is available and Cllr Eves will confirm this as soon as possible. Cllr Plant proposed we facilitate a Christmas party for the elderly, seconded by Cllr Howe. Unanimously agreed. **Motion carried.**

4909. TO RECEIVE AN UPDATE ON THE PROPOSED SAXMUNDHAM BIKE TRACK: Cllr Ms Trotter-Langlois has received confirmation for a design. She will source external funding and they should be able to progress within the next three months.

4910. TO RECEIVE AN UPDATE REGARDING THE PROPOSED MEN IN SHEDS PROJECT: Cllr Turner advised that the event on Saturday had been very successful and they have arranged to meet once a month. £7500 will be needed and bids for funding will begin in October.

4911. TO CONSIDER THE REQUEST FOR USE OF PARKING SPACES AT THE POLICE STATION: The Clerk had received a request for parking spaces at the Police Station. However after some discussion Cllr Ewart proposed that we should see what will be needed when the Police vacate the building particularly as various communities may be using the facility. Seconded by Cllr Howe. Cllr Fisher abstained from the vote. **Motion carried on majority.**

4912. TO RECEIVE AN UPDATE ON THE POSSIBLE INSTALLATION OF OUTDOOR GYM EQUIPMENT: Cllr Mrs Eves is looking at different options for providing outdoor gym equipment. She will bring proposals, costs and locations back to the Council.

4913. TO CONSIDER CHAIN SAW CARVINGS FROM THE REMAINS OF THE MONTERREY CYPRUS TREE ON SEAMAN AVENUE PLAY AREA: Cllr Ms Trotter-Langlois has met with the Sculptor, Luke Chapman who has provided various sculptures at Minsmere. He has looked at the proposed project and has quoted roughly £3000.00 and it will take six to seven days to complete. Cllr Trotter-Langlois will source funding and receive suggestions from the public. Proposed designs will be forthcoming. Cllr Miss MacKay proposed we accept Cllr Ms Trotter-Langlois request to go ahead with this project, seconded by Cllr Turner. Unanimously agreed. **Motion carried.**

4914. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:

Cllr Mrs Eves met with PCSO Taylor regarding various issues, particularly parking. It was suggested that we should consider appointing a Traffic Warden. The implications on expenditure are considerable. Cllr Mrs Jardine and the Clerk will be liaising about the proposed budget within the next month.

The Clerk will liaise with Hollesley Bay regarding providing a work force for Stage II of the BOS project.

The Clerk will promote the Sax Grotto in Saxmundham News. The Christmas Carol project/light switch on will be on Saturday 3rd December.

4915. DATE AND TIME OF NEXT MEETING: 10th OCTOBER 2016 7.15pm

Meeting closed at 9.05pm

Signed.....

Dated.....