



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 DECEMBER 2016 at 7.15pm

Present:

Cllr R. Plant – Chairman	Cllr J Fisher
Cllr Mrs L. Jardine – Vice Chairman	Cllr K Howe
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
County Cllr Michael Gower
Richard Cornwell, EADT

4 members of the Public

PUBLIC FORUM :

- Complaints have been received about youths allegedly abusing the skate park including shouting, swearing, use of laser pens at properties, late at night. Reportedly they are not skate park users. The Skate park is not fenced in resulting in a 24 hour facility. Police have limited resources to deal with constant noise. Residents need to ring 101 to report when it is anti-social behaviour. 2 Youth workers are voluntarily visiting the Memorial Field late in the evening to engage with youngsters. Cllr Plant reiterated his advice that when anti-social behaviour occurs neither Councillors or residents should approach anyone late at night. The Police should be called immediately for any anti-social behaviour. One of the reasons for the erection of the skate park on the Memorial Field was due to the fact that the Town Council are Trustees of the land. Carlton Park, which was a suggested site, does not belong to the Town Council.
- It was suggested that there could be a 10 minute slot for a public forum at the end of the meeting. However Cllr Plant will, when necessary, close the meeting to enable a member of the public to have their say at any time.

REPORT FROM THE COUNTY COUNCILLOR: County Cllr Michael Gower reported the following:

- Devolution – the majority of Norfolk Councils rejected most of the deals. Suffolk have gone back to Central Government but as yet have not heard back from them. Some of the Councils in Suffolk thought that devolution is a good thing but Cllr Gower did not agree with the current proposal.
- EDF have been holding events around the area concerning Sizewell and Saxmundham need to consider the impact on our local economy on businesses within the town. Well paid jobs in Sizewell could have a negative impact on the town.

- Accommodation for 2,400 people at Eastbridge, on the approach road to Minsmere is a grave concern as this is a very sensitive area. Traffic and transport up the A12 to continue on the B1122 would be a travesty as that road is very unsuitable. A four villages by-pass would alleviate a lot of problems because a narrow country road is not suitable for that type of traffic. Clerk to express our views in the consultation response. Temporary buildings for accommodation which would be demolished after twelve years is also unsuitable. There will 900 permanent job but this will result in many people purchasing houses within the local area. EDF assure us that Terms of Employment will be much stricter than they were in the seventies. However the proposed accommodation is within a very sensitive area which does not need any accommodation close to it.

REPORT FROM THE DISTRICT COUNCILLORS: Cllr Dunnett reported he had previously circulated the Leader and Cabinet briefing. There is very big issue regarding beach huts in Felixstowe. The new accommodation for the District Council is now up and running with all employees having moved. Cllr Fisher agreed with County Cllr Michael Gower regarding devolution. He advised that we should take up the offer of attending a work shop for Planning Aid England to help with our response on Sizewell C Stage 2 consultation. Clerk to arrange a date. Cllr Fisher had attended a meeting on the 3 Communities Link with Cllr Gower and others. County Cllr Michael Gower was more than happy to go to Highways with those involved with the Cycle Link, namely Chris Burslem and Haydn Morris who have been working hard to create a Cycle Link, for three villages. An economic business case must be completed before funding is sought.

AGENDA

4963. 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 – Cllr Fisher declared an interest in the payment to Fishers.
- 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

4964. TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE: Cllr Sandbach, work Commitments.

4965. TO APPROVE AND SIGN AS A TRUE RECORD THE TOWN COUNCIL MINUTES OF 14th NOVEMBER 2016 TOGETHER WITH THE 'IN CAMERA ' MINUTES OF THE SAME DATE: previously circulated : Cllr Mrs Eves proposed these as correct, seconded by Cllr Dunnett. **Motion carried on majority.** Cllr Turner did not vote as he was absent at the time.

4966. TO NOTE THE STATUS OF ACTIONS ARISING FROM THAT MEETING: previously circulated:

Action	By	Status
Public Forum April 2016 dumped waste	Cllr C Trotter-Langlois	Apparently the waste is not on Flagship land as previously mentioned. It belongs to Chamonix Estates.
Clearing of ditches	Contractor	The pumping station has been serviced and the clearing of the ditches will be completed when weather permits

4967. TO CONSIDER CORRESPONDENCE RECEIVED:

A – CORRESPONDENCE TO BE NOTED AND CIRCULATED:

- 953 email RM Street lighting – highway issues little anyone can do to combat the power of the sun against Belisha beacons
- 954 email -SALC report
- 955 email SCDC – proposed merger of SCDC and Waveney DC – have your say!

- 956 AONB monthly update
- 957 SALC report to area meetings December 2016
- 958 SALC Area meeting 12th December – apologies sent due to our own TC meeting
- 959 email SCDC – merger of Councils
- 960 SCC – Minerals and Waste Local Plan – issues and options consultation
- 961 email – SALC subscription 2017 2018
- 962 email SALC – Highway matters

B – CORRESPONDENCE TO BE DISCUSSED BEFORE REPLY:

- 302 Suffolk Constabulary – Responses by 23rd December regarding the Suffolk Local Policing Review (SLPR) previously circulated - Councillors to individually respond.
- 303 Robert Jardine – letter regarding the road system adjacent to the junction between Street Farm Road and Saxmundham High Street becoming dangerous, (previously circulated). The bay outside the Old Post Office is too narrow because cars overhang the parking slots. Cllr Plant proposed this is sent to Highways, seconded by Cllr Ms P MacKay. Parking in the town is appalling but obviously being a Victorian town there is insufficient parking. **Motion carried on majority** as Mrs Jardine did not vote as she declared an interest.
Street Farm Road is un-adopted and no authority has yet established ownership. Disabled parking is also needed in that area. Cllr Ewart thought we should retain some parking outside the Old Post Office and include some disabled parking.
- 304 SZC Sizewell C Project Consultation 23 November 16 to 3 February 17 – Section 42 Planning Act 2008 – a disc with an enormous amount of information had been received.
- 305 Churchill Retirement Living – Police Station and Land to the rear of Station Approach – thought ideal for a retirement scheme – would the Town Council be interested in selling for retirement apartments? (previously circulated) Cllr Fisher proposed we speak to SCDC about them having a Customer Service Point or similar and perhaps they would negotiate a facility for the Town Council. Seconded Cllr Plant. Unanimously agreed. **Motion carried.**
- 306 email from Mr & Mrs McBrearty complaining about anti-social behaviour on the Skate Park – previously circulated to all Councillors and a number of the Police Force. Advice was given to any complainants to ring 101 at the time of the incidents – unfortunately, after a Police check it was confirmed that no-one has actioned this advice.
After only two weeks in use the Skate Park level of noise has been an issue to some residents due to older teenagers arriving after 9pm and continuing until well after 11pm. They have a recording of the noise which was briefly discussed in the public forum. Two Youth Workers from CYDS have voluntarily been patrolling the area and engaging with some people. Cllr Dunnett and the Clerk reiterated the need to report any incident every time by ringing 101. The Town Council are not responsible for anti-social behaviour. Cllr Plant advised that we have taken unprecedented steps today to close the Skate Park until all issues regarding health and safety are settled. The turf is lifting, and it was reported that mud has deliberately been thrown over the Skate Park, the path now being erected needs time to settle and vandalism in other areas of the Memorial Field has been rife. Unfortunately the Skate park opened too early, as the Town Clerk had previously given misgivings about this but obviously it was a difficult task to keep youngsters off it. The Skate Park will be secured off limits with fencing from Thursday of this week until further notice. (agenda item for January) The committee need to meet to discuss various options – Cllr Ms Trotter-Langlois was requested to explore the costs of putting in some steps on the grass slope.

C – OTHER CORRESPONDENCE RECEIVED TO DATE:

C564	Email Jacqui Sanderson SCD & Waveney DC	Budget event	Circulation
C565	Email RM Planning	Suffolk Minerals & Waste Local Plan – issues and options consultation	Circulation
C566	Email Cllr Jon Swallow	SPLG (Sizewell Parishes Liaison Group) would like to meet with Council to discuss our decision not to continue our subscription	The Town Council felt that SPLG was not very democratic and we decided to discontinue the subscription.

C567	Email Joe Blackmore	BT payphone proposed removal	TC hoping to adopt a kiosk – investigations will be necessary.
C568	Email Jayne Cole	Planning update (legal)	Planning committee
C569	Email Brian whitely Planning Aid England Support for Sizewell C stage 2 consultation	3 workshops between 7 th and 16 th January	Response for attendance needed by 16 th December 2016
C570	Email Sizewell C	Notes from Stage 2 parish and town engagement event	Circulation

4968. CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS:

Cllr Plant advised, as previously stated, that the Clerk had to close Skate Park today due to Health and Safety concerns. A barrier will be erected and Harris fencing will be placed around the whole area on Thursday. This will cost in the region of £1000.00 The whole area will be closed until further notice as the skate park was opened prematurely due to the fact it was difficult to keep people off. Cllr Plant advised that the replacement of turf will have to be at our own expense.

A new plan needs to be discussed after the path has been completed and steps put in.

The Clerk advised that she had, sadly, received notification of resignation from Cllr Ken Howe who has been a very hands on Councillor. Both she and Cllr Plant thanked him for all the work he had completed during the last ten years.

4969. TO RECEIVE A REPORT FROM THE FINANCE COMMITTEE AND CONSIDER ITS RECOMMENDATIONS:

Cllr Mrs Jardine reported:

- To agree the monthly report to the end of November 2016 – Cllr Mrs Jardine had agreed the reconciliation of the accounts today and she proposed them as correct, seconded by Cllr Plant. Cllr Fisher declared an interest in a payment to Fishers. **Motion carried on majority** as Cllr Fisher did not vote.
- To consider the project of vehicular access to the Memorial Field – papers previously circulated. Cllr Mrs Jardine proposed we review the access and parking to the Memorial Field. Seconded Cllr Ewart. Cllr Fisher is prepared to look at this project. Unanimously agreed. **Motion carried.**
- To consider the proposed 2017 2018 budget – papers previously circulated and debated on. Cllr Mrs Jardine had circulated further papers on this and the Councillors studied the proposed budget. Cllr Mrs Jardine proposed a Precept of £178000 for 1st April 2017 to 31st March 2018 which result in a Band D property increasing by 4.08%. She had given two further examples of increases but the previous proposal by her was seconded by Cllr Plant. Unanimously agreed. **Motion carried.**

4970. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE AND DISCUSS THE FOLLOWING APPLICATIONS:

DC/16/4998 FUL	Sax Health Group	Surgery, Lambsale Meadow, Saxmundham	The installation of a Portakabin Ltd Solus building for use as an administration area	Cllr Plant proposed we support this, seconded Cllr Dunnett. Unanimously agreed. Motion carried.
DC/16/4278/FUL	Mr L Martin	48 Saxon Road, Saxmundham	Erection of a single storey rear extension	Cllr Plant proposed support, seconded Cllr Mrs Jardine. Unanimously agreed. Motion carried.

- Email from Jayne Cole CEO – Planning update

- 4971. TO DISCUSS THE RoSPA REPORT REGARDING OUR PLAY AREAS: (previously circulated)**
Cllr Ms Trotter-Langlois thought that the report is not understandable and stated that the wood from the tree that was removed is not rotten. She advised that an independent tree surgeon looked at it and it is currently being used as a piece of play equipment and if someone breaks their arm that would be an unfortunate accident. The project for the logs to be used as a sculpture is ongoing and Cllr Ms Trotter-Langlois advised that the sculptor will insure it himself. However Cllr Mrs Jardine queried the length of time the wood has been lying on the ground and whether we would be covered by insurance in the event of a health and safety incident. According to Cllr Ms Trotter-Langlois who has liaised with Sarah Shinnie the proposed sculpture would be underneath the fall height and would be perfectly safe to do. Much of the discussion was around what action we were going to take and Cllr Howe proposed that we take the recommended action on all the medium to high risk items identified in the report from RoSPA . Seconded by Cllr Plant. Unanimously agreed. **Motion carried.**
- 4972. TO RECEIVE A REPORT FROM THE MARKET HALL MANAGEMENT COMMITTEE:** Cllr Miss MacKay advised that no-one was available to make the proposed meeting.
- 4973. TO DISCUSS VEHICULAR ACCESS AND PARKING TO THE MEMORIAL FIELD:** Cllr Mrs Jardine had previously circulated a paper on this. Cllr Fisher volunteered to carry out the feasibility study with all costings.
- 4974. TO AGREE THE PREVIOUSLY CIRCULATED FIRE AND EMERGENCY EVACUATION PROCEDURE:** Cllr Plant proposed we adopt the procedures as published, seconded by Cllr Dunnett. Unanimously agreed. **Motion carried.**
- 4975. TO RECEIVE AN UPDATE ON THE PROPOSED SAXMUNDHAM BIKE TRACK:** Cllrs Ms C Trotter-Langlois advised that this is an ongoing project.
- 4976. TO RECEIVE AN UPDATE REGARDING THE PROPOSED MEN IN SHEDS PROJECT:** Cllr M Turner advised that progress is going well.
- 4977. TO RECEIVE A REPORT REGARDING THE PROPOSED ART STATION:** Cllr Ewart advised that there will be a meeting this coming Friday. The proposal drawn up will be taken to the next level of management of Abellio. The Arts Council have been approached for funding this project.
- 4978. TO RECEIVE AN UPDATE ON THE POSSIBLE INSTALLATION OF OUTDOOR GYM EQUIPMENT:**
Cllr Mrs Eves advised that there are ongoing discussions regarding equipment placed on land not owned by the Town Council. As soon as more information is available we will be informed.
- 4979. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:**
Cllr Mrs Eves advised that Saxmundham Primary School's Nativity will be held on next Wednesday. Cllr Mrs Jardine advised that the Health and Safety Risk Assessment actions are on-going – potential lone working issues were highlighted and the Clerk will investigate the purchase of alarms. The Fire Risk Assessment was undertaken by Cllrs Mrs Jardine with input from Cllrs Ewart, Plant and the Assistant Clerk. We are currently in the process of obtaining quotations for updating the Fire Alarm System. The Fire and Emergency procedure has to be available to all hall users. The next Health and Safety procedures needing to be looked are the Police Station, Youth Booth, the Market, Memorial Field and both Play Areas.
Cllr Ms Trotter-Langlois enquired why some of the lights were on in the Market Place and not in the High Street. She would like to go out for new tenders when the present contract expires but approved contractors only have to be used.
Cllr Ewart explained that, sadly, he was unable to attend the Christmas Lights switch on but thanked Cllr Howe and the Clerk for their assistance together with all those who helped set up the project. Unfortunately vandalism has occurred in Fromus Square and some of the lights have been broken.
- 4980. DATE AND TIME OF NEXT MEETING: 09 JANUARY 2017 AT 7.15pm**
Meeting closed at 9.40pm

Signed.....

Dated.....