WOODBRIDGE TOWN COUNCIL

Minutes of a meeting of the TOWN COUNCIL held in the Shire Hall, Market Hill, Woodbridge, on TUESDAY 9 JULY 2019 at 7.00p.m.

Councillors:

Present: S Bale, P Gillard, G Holdcroft, C Mapey, S Miller, E O’Nolan, S Rawlings, A Semmens, M Walsh and M Wilks

Apologies: Lady C Blois, S Evans, M Sylvester and S Thompson

Absent without Apologies: J Jewers

In Attendance: Town Clerk, Finance Assistant (Minute Taker), two reporters from the EADT, County Councillor Page and 15 members of the public.

Action/ Date

181. MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED, AND TO DEAL WITH DISPENSATIONS AS REQUESTED BY INDIVIDUAL COUNCILLORS IN LINE WITH S33 OF THE LOCALISM ACT 2011

Councillor Holdcroft and Councillor Mapey declared a non-pecuniary interest in Item 195 as they were both Directors of Choose Woodbridge.

182. COUNCILLORS WITH A PECUNIARY INTEREST IN AN ITEM ON THIS AGENDA, WHO WISH TO REMAIN, SPEAK AND/OR VOTE DURING CONSIDERATION OF THAT ITEM, MAY APPLY FOR A DISPENSATION BY WRITING TO THE TOWN CLERK PRIOR TO THE MEETING. APPLICATIONS MAY ALSO BE CONSIDERED AT THE MEETING ITSELF SHOULD THE NATURE OF THE INTEREST BECOME APPARENT TO A COUNCILLOR AT THE TIME OF THE MEETING.

There were none.

183. PUBLIC QUESTION TIME

Three members of the public spoke. The first, from Transition Woodbridge, spoke in favour of the Council’s aim of declaring a Climate Emergency.
The second was the Parliamentary Candidate for the Liberal Democrats, and the third was from Stocks Funfair and spoke in favour of the plan to hold a Funfair at Kingston Field.

_Councillor Jewers arrived during this item._

184. **CO-OPTION TO A VACANT SEAT IN KYSON**

**IT WAS RESOLOVED** to Co-opt Michael Sutton to the vacant seat in Kyson Ward.

Councillor Sutton then joined the meeting and declared a non-pecuniary interest in Item 200 as a Member of Woodbridge Riverside Trust.

185. **CONFIRMATION OF THE MINUTES OF THE 11 JUNE 2019**

**IT WAS RESOVED** to approve the minutes of 11 June 2019 which were duly signed.

186. **TOWN CLERK’S REPORT**

The Town Clerk reported that at Item 110(b) the Finance and Staffing Committee had put a cap of £1,000 on pro-forma invoices. At Item 110(f) she reported that she had written to Melton Parish Council and spoken at a Planning and Transport Committee meeting and was due to attend another one the following week.

187. **TO DECLARE THE WOODBRIDGE CLIMATE EMERGENCY**

Following a preamble from the Chairman, **IT WAS RESOLVED** that Woodbridge Town Council formally declares a Climate Emergency for Woodbridge.

188. **TO ELECT MEMBERS OF THE COUNCIL TO THE CLIMATE EMERGENCY COMMITTEE AND THE YOUTH FORUM**

The Town Clerk was asked to reassess the political balance for membership of all committees following the co-option of earlier in the meeting. Four of the five councillor seats on the Climate Emergency Committee seats were allocated as follows:

- From Amenities Committee – Councillor Wilks
- From Finance and Staffing Committee – Councillor Bale
- From Highways Committee – Councillor Thompson
- From Planning Committee – Councillor Mapey.

The fifth seat was to be allocated at the next meeting.

Councillors allocated to the Youth Forum were: Holdcroft, Jewers and Sutton.
189. **TO CONSIDER REPORTS AND RECOMMENDATIONS FROM COMMITTEES AND SUB-COMMITTEES**

The following minutes of meetings were considered and noted.

(a) Planning Committee meeting of 18 June 2019
(b) Finance and Staffing Committee meeting of 18 June 2019

**IT WAS RESOLVED** to accept the quotation from Bower Fuller to install a Fire Alarm System in the Woodbridge Art Club at a cost of £3,527.79.

(c) Standing Orders Sub-Committee meeting of 25 June 2019

**IT WAS RESOLVED** to place decisions on internal decoration or works up to an expenditure of £10,000 and that does not include structural work to the responsibility of the Amenities Committee. Decisions on levels of expenditure above this level, or structural internal work and external work was to remain the responsibility of the Full Town Council.

(d) Amenities Committee meeting of 25 June 2019
(e) Planning Committee meeting 2 July 2019

190. **ACCOUNTS AND PAYMENTS**

The following accounts and payments were presented. It was noted that an authorised Councillor from the Finance and Staffing Committee had checked and signed the figures for the accounts prior to the meeting:

a) The Accounts and Payment list for July 2019 £26,471.13
b) The Bank Balances for May 2019 £655,983.87
c) The HSBC.net reports for July 2019 £26,471.13
d) The HSBC Corporate Card report for June 2019 £171.08
e) Debtors Report to 02 July 2019

**IT WAS RESOLVED** unanimously that the accounts and payment lists, bank balances, HSBC.net reports and Corporate Card Report be approved.

191. **TO RECEIVE, REVIEW AND APPROVE THE TERMS OF REFERENCE 2019**

**IT WAS RESOLVED** to accept the Terms of Reference 2019 with the amendment noted at Item 186.

192. **TO RECEIVE, REVIEW AND DISCUSS THE SHIRE HALL CONDITION SURVEY**

**IT WAS RESOLVED** that the Town Clerk be mandated to get quotations for the work that was required to the Shire Hall following the Condition Survey.
193. **COMMUNITY HALL FEASIBILITY STUDY**

_It was resolved_ to return this to the Amenities Committee with the instruction to convene a working group to look into the findings of the Feasibility Study.

194. **TO REVIEW THE FUNDING OF A PCSO FOR WOODBRIDGE**

There was discussion around the need for a PCSO or whether the Town would be better served by a Special Constable, employing a Youth Development Officer or extending the Town Pastors Scheme.

No decision was taken.

195. **TO DISCUSS AND DECIDE ON A CAR FREE SATURDAY AND MAYORS TEA PARTY IN THE THOROUGHFARE**

The Chairman outlined plans for combining ‘car free day’ with a Mayor’s Tea Party in the Thoroughfare on Saturday, 21 September 2019.

_It was resolved_ to have a combined ‘car free day’ and Mayor’s Tea Party in the Thoroughfare, northern end of Cumberland Street, Quay Street and Church Street on Saturday, 21 September 2019. (11 for, 1 against)

The Town Clerk was asked to write to Abellio Greater Anglia to request that they discount tickets on that day on trains coming to Woodbridge.

196. **TO DISCUSS LIVE STREAMING AND RECORDING OF ALL COUNCIL MEETINGS AND THAT EQUIPMENT FOR THIS BE PURCHASED**

_It was agreed_ in principle to live stream future meetings, however, it was felt that a trial using a mobile telephone and a borrowed tripod should be used initially to ensure that live streaming worked. (11 for, 1 abstention)

197. **TO RECEIVE AND DISCUSS AN APPLICATION FROM STOCKS FUNFAIR TO HIRE KINGSTON FIELD**

After much discussion _it was resolved_ to proceed with the booking by Stocks Funfair on Kingston Field and to enter into discussions with the Kingston-Smith family, neighbours and Mr Stocks. This was delegated to the Chairman and the Town Clerk. (10 for, 2 against)

A councillor asked that generators be enclosed in acoustic cupboards; Mr Stocks said that they would be.

198. **TO RECEIVE AND DISCUSS PLANS FOR THE WOODBRIDGE AWARDS**

The Chairman outlined the plans for the Woodbridge Awards. _It was resolved_ to introduce these and to form a working group comprising councillors Mapey, Miller and Walsh. (11 for, 1 abstention)
199. **TO RECEIVE RESIGNATION OF CLLR EVANS AS TOWN COUNCIL REPRESENTATIVE TO WOODBRIDGE IN BLOOM AND ELECT A NEW REPRESENTATIVE**

IT WAS RESOLVED to accept Councillor Evans resignation and Councillor Lady Blois was appointed to the role.

200. **TO REVIEW SUPPORT GIVEN TO THE WOODBRIDGE ACTION GROUP**

IT WAS RESOLVED to decline the Woodbridge Action Groups proposal for the support that they had requested, and to ask them to enter into formal dialogue about what they wanted and what the Town Council was prepared to offer.

201. **TO RECEIVE AND REVIEW A MOTION TO OPPOSE THE SIZEWELL C DEVELOPMENT**

IT WAS RESOLVED that given the extreme likelihood of a Fukushima type event due to the inevitable erosion of the Suffolk Coast and that Woodbridge lies within a 20 mile potential exclusion zone, Woodbridge Town Council fundamentally opposes the construction of Sizewell C. (8 for, 3 against, 1 abstention)

IT WAS AGREED to ask the Planning Committee to provide a representative to attend meetings on 26 July 2019.

202. **TOWN MAYOR AND DEPUTY MAYOR REPORTS AND ANNOUNCEMENTS**

These were duly noted.

203. **TO CONSIDER REPORT FROM THE COUNTY COUNCILLOR**

The report from the County Councillor had been circulated in advance of the meeting and IT WAS RESOLVED that it be noted.

204. **TO CONSIDER REPORT FROM THE DISTRICT COUNCILLORS**

The joint report from District Councillors had been circulated in advance of the meeting and IT WAS RESOLVED that it be accepted.

205. **CHAIRMAN’S URGENT BUSINESS**

There was none.

206. **CLOSURE**

The meeting was closed and it was confirmed the next Town Council Committee meeting will be held on Tuesday 10 September 2019 at 7pm at the Shire Hall.

Councillor O’ Nolan
Chairman