

**MINUTES OF THE ANNUAL MEETING  
OF HALESWORTH TOWN COUNCIL HELD ON  
MONDAY 10<sup>th</sup> MAY 2010 AT THE WAVENEY LOCAL  
OFFICE, LONDON ROAD, HALESWORTH, AT 7.00pm**

**PRESENT:** Councillor - Mrs S Leverett Chairman  
Councillor - Mr J Wagner Vice-Chairman  
Councillors: Mrs J Wright Mr A Holzer Mrs A Dunning Mr E Leverett Mrs J Wagner  
Mr J Clayton Mr D Fosdike

**APOLOGIES:** Cllrs Widdowson, Goldson, Smith [HTC]; Cllrs Flegg, Ryland [WDC]; Mr R Woolnough

**IN ATTENDANCE:** PC Simon Green; Mrs J Huckle; Mr D Mizon; Other Members of the public.

- 1. Election of Chairman:** *Cllr E Leverett declared a personal interest which was recorded.  
On a proposition Cllr. Mrs S Leverett was unanimously elected to the position of Chairman of the Council.*
- 2. To Receive the Chairman’s Declaration of Acceptance of Office:** The Chairman’s Declaration of Acceptance of Office was formally received.
- 3. The Chairman:** opened the meeting
- 4. Election of Vice-Chairman:** *Cllr Mrs J Wagner declared a personal interest which was recorded. On a proposition Cllr. Mr J Wagner was elected to the position of Vice-Chairman of the council.*
- 5. Declarations of Interest:** noted
- 6. Register of Interests:** written declarations were formally received from Cllrs Mrs Wagner, Dunning, Holzer, Wright & Clayton.
- 7. Minutes of the Monthly Meeting on 12<sup>th</sup> April 2010:** were accepted as a true record
- 8. Election of Finance Sub-Committee members:** [*Present: Cllrs. Mrs A Dunning [Chair]; Mrs S Leverett; Mrs J Wright; Mr J Clayton; Mr D Fosdike; Mr T Goldson*] **On a proposition the above councillors were unanimously elected on bloc.**
- 8. To Determine Council Representation on Outside Bodies: On a proposition the following nominations were accepted and unanimously agreed:**

- |  |                          |                             |
|--|--------------------------|-----------------------------|
| <b>2. Halesworth Playing Fields Association:</b>           | <i>Mr H A Holzer</i>     | <i>Mr E Leverett</i>        |
|  | <i>Mrs A Dunning</i>     | <i>J Wagner</i>             |
| <b>3. Halesworth Community Education Support Group:</b>    | <i>Mrs J Wright</i>      | <i>Mrs J Wagner</i>         |
|  | <i>Mrs A Dunning</i>     | <i>Mr J Wagner</i>          |
| <b>4. Halesworth Day Centre – Committee of Management:</b> | <i>Mr A Holzer</i>       |                             |
| <b>5. Halesworth Unappropriated Estates Trustees:</b>      | <i>Mrs J Wright</i>      | <i>Mrs A Dunning</i>        |
|  | <i>Mr P Widdowson</i>    |                             |
| <b>6. Halesworth &amp; District Museum:</b>                | <i>Mrs J Wright</i>      | <i>Mrs S Leverett</i>       |
| <b>7. Halesworth Volunteer Centre:</b>                     | <i>[Mrs P Flegg]#</i>    |                             |
| <b>8. E.S.T./Transport Liaison Officer:</b>                | <i>Mr M Smith</i>        |                             |
| <b>9. Halesworth &amp; Blyth valley Partnership:</b>       | <i>Mr E Leverett</i>     | <i>Mrs S Leverett</i>       |
|  | <i>Mrs J Wright</i>      |                             |
| <b>10. Suffolk Assoc. Local Councils [SALC]:</b>           | <i>Mr J Wagner</i>       |                             |
| <b>11. Tourism:</b>  | <i>Mr T Goldson</i>      | <i>Mrs A Dunning</i>        |
| <b>12. Business Group:</b>                                 | <i>Mr J Clayton</i>      |                             |
| <b>13. Planning Working Group</b>                          | <i>Mrs S Leverett</i>    | <i>Mr E Leverett</i>        |
|  | <i>Mr A Holzer</i>       | <i>Mr J Clayton</i>         |
|  | <i>Mr T Goldson</i>      | <i>Mr M Smith</i>           |
|  | <i>[Mr R Woolnough]#</i> |                             |
| <b>14. Rural Community Partnership</b>                     | <i>Mrs J Wagner</i>      | <i>Mr J Clayton</i>         |
| <b>15. Festive Lights</b>                                  | <i>Mr T Goldson</i>      | <i>[with his agreement]</i> |

[# = Non-council representatives]

*The meeting was suspended*

- 9. Public Session:** There were no questions from members of the public.
- 10. Police Report:** noted. Crimes reported 01/04 – 30/04/2010 = 17 compared to 41 for same period 2009 and a good proportion were preventable had property been secured. Dogs would be brought in soon to identify drug misuse in the Town Park. Funding for the 4 Towns bus had ceased and therefore there would be no more visits to Halesworth from May, this gave cause for concern as Anti-Social behaviour decreased significantly on the day of a visit.

**It was resolved to bring forward agenda item 14**

- 11. Halesworth Business Connections:** Key events were the AGM on 28<sup>th</sup> June; Tim Heaps was appointed Chairman with Brian Bale as Deputy and Douglas Mizon as Treasurer. Membership stood at 90 and the next breakfast meeting was to be held in the Plough Public House on 26<sup>th</sup> May.

*The meeting was re-opened*

- 12. Suffolk County Councillor’s Report:** noted.
  - A. Norwich Road Bus Shelter – SCC in process of finding new contractor.
  - B. Middle School Site – no report

C. Grit Bins – locations and volunteers names to be forwarded to Cllr Goldson.

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D. Market Place signage – SCC have no objection to use of the proposed site opposite the Angel Hotel, situated above the town trail maps and await plans to obtain quotes.

**13. Waveney District Councillors' Report & Other WDC matters:** no report

A. Rifle Hall – When the Information pack is released a community group working with Town Plan, HTC, Methodist Church and H&BVP will consider becoming trustees to take over management.

B. Youth Development Project

C. Norwich Road Public Conveniences

**14. Town Plan** – Information from the Consultation Exhibition is still being collated.

**15. Financial Matters: [A] To receive the Summary Income and Expenditure Statement for the Year Ending 31<sup>st</sup> March 2010, as presented: *Approved***

**[B] Approval of 2010 Accounts for submission to external auditor: *Approved and signed.***

To receive a report on the Finance Committee meeting held on 28<sup>th</sup> April 2010: were approved. *It was agreed that future Finance reports be sent out with the monthly meeting agenda- subject to compliance with due process.* Item FA2048 Thoroughfare Planters – It was agreed to hold a site meeting to audit planters, railings and signage throughout the town. It was agreed to write to Tamsyn Imison to thank her team for their hard work sowing and maintaining the planters.

**16. Reports on meetings attended by council representatives on Outside Bodies:** Transport – Report noted.

**17. Town Planning Applications:** DC/10/0493/LBC & 0491/FUL Miss S Thrower 7a Market Place – Listed Building Consent- Installation of a commemorative plaque. *Approved subject to, colour complies with heritage requirements*

**18. Land Adjacent to Town Park:** purdah precluded meetings.

**19. To Discuss Matters Arising from the Annual Parish Meeting held on 22/04/10:** the minutes had been circulated and approved as a true record. It was felt that a PA system would improve audibility at meetings in the Rifle Hall.

**20. Other Matters of Report:**

**[A] Sport & Leisure, including the new sports project:** Cllr Wright has a meeting next week with WDC who are looking into procurement with a partner to build new facilities.

**[B] Halesworth & Blyth Valley Partnership:** Vice-chair Peter Aldous will be missed, he was an exceptional servant to Halesworth and invaluable to the partnership. A letter of congratulations to be sent to Peter Aldous for election as Waveney MP, also to Therese Coffey for election as MP for Suffolk Coastal.

**[C] Market Place signage** – discussed in item 12[D]

**21. Correspondence:** noted.

A22/1 Rectory Lane bridge repairs move to finance

A22/2 No objections were raised to events being held in the Town Park.

A22/3 Letter of support for rebuilding of scout headquarters to be sent to Scout Troop

A22/9 Cllr Dunning to investigate involvement in Joint Emergency Planning

A22/16 & 17 Letters of thanks to Cllr Goldson for locality budget funding for Town Notice Board and Laptop and Projector.

**22. Accounts for Payment**

[1]	103073	Eastern Services - Station repairs downpipe	94.10
[2]	103074	Halesworth Volunteer Centre - photocopying	16.38
[3]	103075	S137 - Bungay High School - prize-giving	60.00
[4]	103076	ESTA - 4 years membership	15.00
[5]	103077	EDF - market electricity	22.07
[6]	103078	Viking Direct - stationery/toner cartridges	486.31
[7]	103079	CPRE - membership	29.00
[8]	103080	Waveney Norse - market cleanup April - June	205.63
[9]	103081	Pearce & Kemp - Arboretum light repairs	49.94
[10]	103082	BW Whiffin - legal costs NI enquiry	211.50
[11]	Online	Salaries	1130.52
[12]	103083	SALC - Governance and Accountability 2010 edition	15.00

2335.45

Account Balances at 10<sup>th</sup> May 2010

Current 728 1106.74

Comm A/c 5252.36

Bus Prem 964 735.54

Bus Res 017 52611.07

59705.71

The meeting closed at 8.37pm