

HADLEIGH TOWN COUNCIL

Minutes of the Meeting of the Council
held on the 19th April 2018

Present: Councillors: Free (Town Mayor), Byrne, Cook, Fraser, Haines, Haylock, Matthews, Monks, Ruddy, Shearly-Sanders, Sheldrick, Wiltshire and Young

In attendance: Suffolk County Councillor Fraser and Babergh District Councillors Campbell, Dr. Dawson and Grandon and eight members of the public.

The Mayor formally welcomed Councillor Ruddy to the Council.

208. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Angland who is on holiday. This apology was accepted.

209. DECLARATIONS OF INTEREST

There were no declaration of interests.

210. TOWN MAYOR AND DEPUTY TOWN MAYOR

Councillor Free nominated Councillor Matthews for Mayor.
Councillor Matthews nominated Councillor Monks for Deputy Mayor.

These nominations will be submitted formally at the Annual Town Council Meeting on the 17th May 2018 together with any other nominations received.

211. MINUTES

The Minutes of the Meeting of the Council held on the 15th March 2018, a copy of which is included in the Minute Book were taken as read were confirmed and signed.

MATTERS ARISING

Minute No: 194 – Standing Order No. 40

Councillor Young had asked if the Clerk had contacted the Council's insurers regarding the Cemetery extension.

The Clerk advised that the insurers had been contacted but to date no response had been received.

At this point the meeting was adjourned for members of the public to speak on the Council not supporting local businesses; an item that was referred to the Hadleigh Market Feoffment Charity; changing the Town Council Agenda and the cemetery extension.

212. POLICE

Councillor Matthews advised that he had arrived late this evening as he had met Police Officers leaving the cemetery. They had advised Councillor Matthews that there was a recognised drug problem in the town and that there will be an increased police presence to tackle the issue.

213. REPORTS OF THE COUNTY & DISTRICT COUNCILLORS

Written reports had been received from Suffolk County Councillor Fraser, Babergh District Councillors Campbell, Dr. Dawson and Grandon.

Councillor Campbell answered questions on the incident on the fuzzi.

Councillor Grandon answered questions on the Hadleigh access point; production of the Local Plan – Councillor Grandon will advise the Clerk of the production date.

Councillor Dr. Dawson answered questions on the facilities for the disabled at the new pool; Angel Court and the Hadleigh access point.

Councillor Matthews asked the District Councillors if they knew what was being installed in the small car park on Magdalen Road. No-one had the answer but would report back.

Councillor Fraser was thanked for his report but was asked if he could provide any updates on specific Hadleigh matters. He updated Council on pot holes and the standard of repair, highway issues and Benton Street.

Councillor Fraser was requested to investigate broken paving, road signs and yellow markings and to ensure the quality of work carried out is inspected. Councillor Fraser advised that he would take this matter up but requested that residents use the Highways fault reporting on-line system for reporting areas of concern.

Councillor Monks asked Councillor Fraser if a neighbourhood initiative could be organised as part of the Suffolk Day events. Neighbourhoods are encouraged to come together to either clean up areas in their neighbourhood or just take the opportunity to get together.

214. **MAYOR'S COMMUNICATIONS**

The Mayor reported that although the weather cut short her Charity Jumble Sale she still made £230 for her charities. She thanked everyone who had donated items and helped.

The Mayor advised that she had received an e.mail which she read from Councillor Whiting submitting his resignation from Hadleigh Town Council. A request was made that a letter be sent to Councillor Whiting and his years of service given to the Council acknowledged.

215. **STANDING ORDER NO. 40**

Councillor Haylock asked if the Clerk could confirm that the fees for any training courses for Councillors which have been provided by the Council are paid for by the Council.

The Clerk advised that these expenses are met by the Council and would include any expenses incurred.

Councillor Sheldrick asked if a letter could be sent to Babergh District Council expressing our dissatisfaction with the lack of a decision on the access point being made and requesting an appropriate manned access point for Hadleigh.

Councillor Sheldrick asked could the Council pursue through our Services Officer what is the letting strategy during the year as several allotments on the Bridge Street site which have been paid for have not been brought back into appropriate use as the rules state that the allotment should be kept substantially weed free.

Councillor Young asked if the payment on this month's accounts to Wincer Kievenaar for £507 related to work carried out in respect of the Section 73 Application Notice, as there had been an invoice in January 2018 for £1,400 which related to work in respect of the Section 73 Application Notice and the Town Clerk advised in January that the only cost of the Section 73 Application Notice was a fee to Babergh District Council.

The Clerk advised that professional fees were charged at intervals. Councillor Young asked the Clerk to ask Wincer Kievenaar to provide more detail on invoices for their charges, as Councillors had been advised by the Town Clerk that they were working on a fixed fee.

Councillor Ruddy asked if the Council are agreeing to pay Wincer Kievenaar then each item should be noted so Councillors know what is being paid for so could this information be provided. The Clerk will request a breakdown of costs from Wincer Kievenaar.

Councillor Fraser asked if Hadleigh Town Council could take any action to have the bicycle removed from the Market Place. The Clerk would contact the Police.

216. **ACCOUNTS FOR PAYMENT**

It was **RESOLVED** that accounts amounting to £16,612.48 including HMRC, Utilities, SCC Pension Fund and staff salaries, details of which are listed in the Schedule contained in the Minute Book, be approved for payment.

217. **PLANNING COMMITTEE**

The Minutes of the Meeting of the Committee held on the 5th April 2018, a copy of which is included in the Minute Book, were noted.

218. **ENVIRONMENT & GENERAL PURPOSES COMMITTEE**

The Report of the Meeting of the Committee held on the 12th April 2018, a copy of which is included in the Minute Book, was received and subject to changing the year from 2018 to 2017 on the Christmas tree item accepted.

219. **FINANCE & PERSONNEL COMMITTEE**

The Report of the Meeting of the Committee held on the 12th April 2018, a copy of which is included in the Minute Book, was received and accepted.

220. GENERAL POWER OF COMPETANCE GRANTS

Grant requests had been received from East Anglia's Children's Hospices towards running costs; 5th Hadleigh St Mary's Guides towards an International Trip to The Chalet, Switzerland in August 2018. A request for the annual grant made to the Community Choir and to review the grant for the Visit Hadleigh Website.

It was agreed to recommend grants of:

- i) £500 to EACH
- ii) £500 to 5th Hadleigh St. Mary's Guides
- iii) £300 to Community Choir
- iv) £500 to Visit Hadleigh Website

Thank you letters had been received from Suffolk Neighbourhood Watch Association; Sudbury Newstalk, Hadleigh Community Choir and Crucial Crew 2018 which also provided information on the Hadleigh Schools they would be attending at the end of April.

221. CHEQUE SIGNATORY

It was agreed that Councillor Haines become a signatory for the Town Council Bank Account.

222. GENERAL DATA PROTECTION REGULATION

The Clerk advised that the Town Clerk did not need to be employed as the Data Protection Officer. The Local Council Public Advisory Service would provide this service for an annual fee of £500. The Suffolk Association of Local Councils would not be providing this service but were looking into outsourcing and obtaining costings. Private Companies are offering a service but they would have to be investigated. The Clerk was asked to contact other Councils of a similar size to find out how they were dealing with the GDPR. There was also an option for Councils to share a Data Protection Officer and the costs involved.

Councillor Byrne advised that at the SALC meeting she had attended some Councils reported that they had designated a Councillor to carry out this work but this was felt to be unsatisfactory for Hadleigh Town Council.

Councillor Shearly-Sanders advised that he would not be happy for Hadleigh Town Council to use the Local Council Public Advisory Service as he was having a personal dispute with the Service at the moment.

It was felt that no decision could be made until more information was available but it was noted that this was needed to be put in place by the 25th May 2018. The Clerk advised that following the training session she had attended there was work that needed to be carried out prior to this date and did not require to be carried out by a designated Data Protection Officer.

It was agreed that an extra-ordinary Town Council Meeting be held after the Planning Committee on Thursday 3rd May just to deal with this matter and make an agreement before the 25th May 2018.

223. REPRESENTATIVES

The Mayor reported on the Annual Elderly Peoples Welfare Committee meeting.

Councillor Haylock advised that the Wool Town Association are having meetings with the Stour Valley and the Dedham Vale to get a wider range of tourism so that Hadleigh is not left outside the Dedham Vale.

224. SUFFOLK PARKING MANAGEMENT STRATEGY CONSULTATION

Councillor Cook had requested this item and recommended that a letter be sent to Suffolk County Council expressing Hadleigh Town Council's regret that the civil enforcement is not coming into effect as soon as was initially promised as all the items in the report need to be enforced and everyone knows that this is not happening as the Police do not have the time or manpower available. Also Hadleigh Town Council would not want to see any additional on street parking charges brought in.

225. TOWN EVENTS

This item had been requested at the last Town Council meeting in order that Councillor Ruddy could be involved in discussions.

It was agreed that this should be an agenda item for the Hadleigh Market Feoffment Charity to discuss with a view to raising funds for the Charity.

226. TOWN MATTERS

The Clerk reported an e.mail received from the newly formed Committee who are looking into holding a Town Carnival later in the year along with a number of fund raising events. Hadleigh Town Council would support the group in principle and looked forward to hearing more from them.

Councillor Ruddy advised that he had already spoken with the group and advised them that adequate insurance must be in place.

227. CIRCULARS AND REPORTS

The following were received:

- a) Hadleigh Community News – April 2018
- b) Porch Project Newsletter – March 2018
- c) In Touch – April 2018
- d) Local Councils Update – March 2018
- e) Suffolk View – Spring 2018
- f) Open Spaces Society – Spring 2018
- g) The Clerk – March 2018

There being no further business the meeting closed at 21.14pm

CONFIRMED

TOWN MAYOR