



Hadleigh Town Council

TOWN MATTERS COMMITTEE

Councillors L. Gordon, A. Gregg, F. Minns (Chair), G. Talbot

Councillors are summoned and members of the public and press are warmly invited to attend a meeting of Hadleigh Town Council on **Thursday 27th August at 7.00pm via video conference**

Members of the public and press who wish to “attend” the meeting may follow this link:

<https://zoom.us/j/99945040053>

or telephone: 0203 481 5240

You will be held in a “virtual waiting room” and admitted at the appropriate time to start the meeting. The normal rules about conduct and participation in a Council meeting still apply.

The Council, members of the public and press may record/film or broadcast this meeting, when the press and public are not lawfully excluded. Any member of the public who attends this meeting is advised that the Town Council cannot control 3rd party recording. The Town Council will record the meeting.

AGENDA

1: Opening	a) Welcome and opening remarks from the Chair b) Apologies for absence c) Members’ declarations of pecuniary and non-pecuniary interest d) Consideration of requests for dispensations.
2: Public Forum	15 minute session. Maximum 3 minutes per person. Members of the public should not be involved in the decision-making of the Council in subsequent agenda items unless expressly invited to do so by the Chairman. If members of the public wish to speak they are advised to inform the Town Council Manager in advance to ensure that they are given the opportunity within the videoconference platform. The use of the “raise hand” icon should be used to notify the chair that you wish to speak.
3: Minutes	To approve minutes of the Town Matters Extraordinary Committee meeting on Wednesday 22 nd July 2020.
4. Grants	a) To consider a request from Positive Futures for the grant drawdown deadline to be extended from 31 st July 2020 to 31 st October 2020 for the development of Hadleigh Boxing Project. b) To consider requests for grant deadlines to be extended from 31 st August 2020 to 30 th November 2020 for 1. Hadleigh Elderly People's Welfare Committee 2. The Christmas Present Trust c) To consider a request for grant funding from Sudbury and District Citizen Advice for £600 towards the core costs of providing advice.
5: Request for a Basketball Court next to the Swimming Pool	To consider supporting the request by Master S. Grist for a basketball court to be developed on Babergh District Council land next to the Hadleigh Swimming Pool.
6. Requests for installation of Double Yellow Lines	To consider a request for double yellow lines to be installed on a) Angel Street b) Duke Street
7: Babergh District Licensing policy	To consider a response to the Licensing Authority consultation.



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8: Advertising in the HUFC newsletter	To consider placing an advert in the Hadleigh Football Club newsletter.
9: Request for use of LRSG for a Funfair	To consider a request to hold a funfair at the Layham Road Sports Ground.
10: Tree Charter	To consider an offer from the Woodland Trust for up to 210 saplings to be planted in the Hadleigh Cemetery.
11: Future Meetings	To confirm the next Town Matters Committee meeting will be on Thursday 22 nd October 2020.
12. Close of meeting	Not later than 8.00pm

Prepared by

A. McMillan

Andrew McMillan, Town Council Manager 21 August 2020



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Extraordinary TOWN MATTERS COMMITTEE

Thursday 22nd July 2020 at 7.00pm via videoconference.

Draft MINUTES

1: Opening	<p>Attending: Cllr F.Minns (Chair incoming), Cllr C. Cammack, Cllr S, Allman, Cllr G. Talbot,. Also in attendance: Town Council Manager, and 4 members of the public</p> <ul style="list-style-type: none">a) The Chair welcomed people to the meeting and stated that in accordance with the changes in legislation, the public and Councillors were allowed to film, record, photograph and use social media to report on the proceedings of the meeting. He confirmed that the EGM was called due to the need for a fast decision on the grant applications, and observed that the EGM was called before the Full Council EGM of 23/7/20 was known.b) Apologies for absence were received from Councillors Gregg and Gordonc) No declarations of pecuniary and non-pecuniary interest were maded) No Consideration of requests for dispensations were received.
2: Public Forum	<p>15 minute session. Maximum 3 minutes per person. Members of the public should not be involved in the decision-making of the Council in subsequent agenda items unless expressly invited to do so by the Chairman. No members of the public wished to speak.</p>
3: Minutes	<p>Cllr Talbot stated that in Item 5 the recommendations were brought by him on behalf of <u>the Councillors</u> on the Climate Change Working Group. Proposed by Councillor Allman, Seconded by Councillor Minns and unanimously agreed, the Minutes of the Town Matters Committee meeting from 25 June 2020 as amended were approved.</p>
4: Grant applications	<p>To consider applications for community grants:</p> <ul style="list-style-type: none">a) Hadleigh Historian: Special edition publication, £250 to cover print costs. Proposed by Councillor Allman, Seconded by Councillor Cammack and unanimously agreed, the grant of £250 was approved.b) Visit Hadleigh: £300 towards pop-up shop costs (deferred from March) Proposed by Councillor Allman, Seconded by Councillor Minns and unanimously agreed, the grant of £300 was approved.
5: Future Meetings	<p>It was confirmed that the next Town Matters Committee meeting will be on Thursday 27th August 2020 via videoconference.</p>
Close of meeting	<p>The meeting closed at 7:08pm</p>

Prepared by *A. McMillan* Andrew McMillan Town Council Manager 22 July 2020



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Information is support of Agenda items.

5: Request for a Basketball Court next to the Swimming Pool

See separate attachment with copy of the letter

6. Request for installation of double yellow lines

A resident contacted Cllr Fraser who advised that providing new waiting and loading restrictions is not considered one of the Highway Authority's (Suffolk County Council) priorities as it does not have funding for this. He suggested the resident seek support from HTC as a local funding source to cover the costs associated with introducing these markings on the road would need to be identified. Cllr Fraser advised that he could fund the painting of these new markings from his Local Highways Budget and HTC may wish to assist with funds of their own. He requested the resident to obtain the political support of HTC and from other local residents and recommended that the request be taken to HTC to be discussed. Subsequently another similar request was received from another resident. Councillors may consider the requests and a course of action.

- a) ANGEL STREET: The resident has provided 2 videos showing the congestion and cars mounting the pavement to allow other cars to get through in the area outside a row of bungalows (44, 46A & 46B) at bottom of Angel Street. He has also provided written support from the residents of 13, 15, 17, 19, 21, 23, 44, 46A, and 46B Angel Street. No letters of support have been submitted from Nos 46 and 46C in the same row.
- a) DUKE STREET: The resident writes: As the Town Council may be aware, Duke Street is at its narrowest in the short stretch between (approximately) the United Reform Church and 7 Duke Street. Between No 2 Duke Street and the church gate there is a narrow, and unused, strip of pavement which further reduces the width of that section of the street. Parking is unrestricted outside the church and garages, meaning that when cars are parked there the flow of traffic is limited to one 'lane' in this section, with drivers having to give way to one another. The stretch from 7 Duke Street up to the junction with the High Street is that bit wider and parking is restricted (single yellow), so most of the time two-way traffic operates normally. It is generally well understood by those familiar with the location that cars parked outside the church and garages should ideally be small, and in all cases parked tight against the wall. Large or poorly parked vehicles (with the driver's door nearest the wall being a typical example) tend to make an already fairly tight space for passing vehicles tighter still. In order to encourage drivers to park as close to the wall as possible I clear vegetation from it from time to time. This certainly helps. Unfortunately, while cars and vans can usually get through the narrow stretch, it is tight for larger vehicles at the best of times, and when a large or poorly parked vehicle is obstructing the road they are often forced to mount the pavement in order to get past. More heavy vehicles pass down Duke Street than might be supposed; sewage tankers pass down the street as many as ten times a day, while numerous lorries and other agricultural machinery regularly service the farm over Toppesfield Bridge, and horse boxes and delivery vans frequently pass up and down, and a badly parked car left all day can cause many incidents of kerb mounting. There is only one continuous pavement in Duke Street, on the southern side. It is used constantly during the day (much more so during the pandemic) by individuals, families, children, joggers, dog walkers etc heading to and from their houses, the River Walk, the football and rugby clubs, or Holbecks Park. Importantly, the front doors of numbers 1, 9 and 11 Duke Street open directly onto the pavement. Quite clearly, vehicles mounting the pavement present a considerable danger to pedestrians and anyone stepping out of these houses. Some photos are attached which illustrate my point. In the case of the sugar beet lorry, you can clearly see the driver on his phone, and one wonders what might have happened if someone had stepped out of my front door into his path, or indeed the combine harvester, just at the wrong time. In my view, there is a simple, elegant and cheap solution to the problem. A double yellow line should be installed outside the church and garages and, in order to ensure no net loss of on-street parking spaces (indeed there would be a net gain), the double yellow lines should be removed in the section of Market Place between the car park outside the Health Centre and Duke Street. I believe these were originally installed to ensure there were no obstructions for emergency vehicles when the current Mill



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Pharmacy was the fire station. Clearly, there is no requirement for this any longer. [The resident provided photographs of large vehicles mounting the footpaths at times].

7: Babergh District Licensing policy

Babergh District Council has produced a revised draft 'Statement of Licensing Policy' under the Licensing Act 2003 - which will now be subject to a period of targeted and public consultation. The first local Policy was published in January 2005. In line with the current statutory 5-yearly review requirements, the fifth version of the policy will, once adopted, be effective from 7 January 2021. This revised policy draft takes into account relevant amendments to the legislation and the Home Office issued Guidance under section 182 of the 2003 Act as last re-published in April 2018. The revised draft of the Statement of Licensing Policy is available to view via the Council website at www.babergh.gov.uk via the following link: <http://www.babergh.gov.uk/business/licensing/latest-licensing-news/>

The Town Council Manager considers the proposed changes to the policy simply reflect newer legislation and good practice.

8: Advertising in the HUFC newsletter



HADLEIGH TOWN COUNCIL

Layham Road Sports Ground

The Community Sports Ground for all your sporting needs.

For full details of the facilities please contact:

Hadleigh Town Council, The Guildhall, Hadleigh IP7 5DN

Tel: 01473 823 884

staff@hadleightowncouncil.co.uk

www.hadleigh.suffolk.gov.uk

HTC has previously annually placed an advertisement in the Football Club programme.

The club is currently setting the programme up, and updating adverts and is holding the usual 1/2 page black & white space for a HTC advert, at the same price as previous years, so £130 plus vat for the entire season (September - May 2021).

9: Funfair

Stocks funfair we cannot get on the usual ground this year because of building work, and have been "recommended the Rugby Club in Hadleigh". The Rugby Club is apparently happy for the fair to attend but said it's Council owned. The fair would like to attend in September with a Covid secure with all safety measures in place.

10: Tree Charter

Purpose of the Report

To take the decision to sign up to the Woodland Trusts Tree Charter, to accept the free offer of sapling trees provided by the Forestry Commission, set up a Task and Finish to arrange for the planting and to recommend a small sum of money to facilitate this.

Background

The National Association of Local Councils (NALC) has partnered with the Woodland Trust, the National Union for Students (NUS) and the Tree Council to embed the ten principles of the Charter for Trees, Woods and People (the Tree Charter) within communities across the UK.

The Woodland Trust is the largest woodland conservation charity in the United Kingdom concerned with the creation, protection, and restoration of native woodland heritage. It has planted over 43 million trees since 1972.



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The call for a Tree Charter was initiated in 2015 by the Woodland Trust, and was launched in November 2017, in response to the crisis facing trees and woods in the UK. Before the launch of the charter, there was no clear, unifying statement about the rights of people in the UK to the benefits of trees, woods, and forests.

NALC believes that local (town and parish) councils have a key part to play in protecting trees and woodland and believes they can do this by embedding the ten principles from the Tree Charter into their everyday practice.

<https://www.nalc.gov.uk/library/news-stories/2664-charter-for-trees-woods-and-people/file>

NALC is encouraging more local councils to become charter branches. Becoming a local council charter branch means Hadleigh Town Council will join a network dedicated to delivering the principles of the Tree Charter to their communities. There are currently over 240 local councils who have decided to become charter branches and they have formed some of their policies around some of the principles in the Tree Charter.

To encourage local councils to sign up to the Tree Charter, they are offering free saplings from the Forestry Commission and because of the short time scale involved, a provisional request has been made for 200 trees which will be available in November 2020.

The Way Forward

Consideration has been given where trees could be planted in Hadleigh and the Cemetery extension and other areas such as Layham Road and Council owned open spaces are obvious locations. There may be others and the purpose of the Task and Finish Group led by our Tree Warden would be to look at proposed areas and report back to the Town Matters Committee as quickly as possible. It is also likely that there will be a small cost for stakes and ties and the Task and Finish Group be asked to look into this and also make suggestions as to how the Council can promote the Charter in the future.

Recommended

- a. To sign up to the Woodland Trusts Tree Charter
- b. To set up a Task and Finish Group to recommend to the Town Matters Committee where the free sapling trees should be planted and to suggest a small budget and how trees will be planted.
- c. To make suggestions for promoting the Tree Charter in the future.