



Hadleigh Town Council

The Guildhall,
Market Place,
Hadleigh,
IP7 5DT

Tel: 01473 823884

FULL COUNCIL

Thursday 20th February 2020 at 7pm in The Dining Room at Hadleigh Town Hall, Market Place, Hadleigh IP7 5DN.

MINUTES

1: Opening	<p>Attending: Councillors Allan, Allman (Chair), Bayliss, Beggerow, Cammack, Gregg, Hinton, Knock, McLeod, Minns, Schleip, and Talbot.</p> <p>The Chair 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. A member of the public stated that they would film the meeting, and the Chairman stated that he would record the audio at the meeting. The Chair asked if anybody objected to being filmed. No objections were raised.</p> <p>Also in attendance: Councillor Mick Fraser (SCC/BDC) and Councillor Kathryn Grandon (BDC), The Town Council Manager, and 9 members of the public.</p> <ul style="list-style-type: none">a) Welcome and opening remarks from the Chairb) Apologies for absence were accepted from Councillor Wright and Twymanc) No members' declarations of pecuniary and non-pecuniary interest were maded) No consideration of requests for dispensations.
2: Minutes	<p>To approve minutes of previous Full Council meeting held on 19 December 2019 and 16 January 2020.</p> <p>Proposed by Councillor Allman and Seconded by Councillor Knock the minutes of 19 December 2019 were unanimously approved.</p> <p>Proposed by Councillor Allman and Seconded by Councillor Allan the minutes of 16 January 2019 were approved.</p>
3: Public Forum	<ul style="list-style-type: none">- BDC Councillor Grandon stated that she and SCC/BDC Councillor Fraser had met with Persimmon about concerns over the Lady lane development site. She confirmed that the site is allocated in the Local Plan so the discussion was about the detail of the application not the principle. Both confirmed it was an engaging and positive discussion.- BDC Councillor Grandon notified the meeting of a Charity Ball on 16 May in the Deanery Gardens and Guildhall. All were welcomed to attend.- SCC/BDC Councillor Fraser welcomed the new HTC Councillors McLeod and Minns.- A member of the public asked the Council to contact Anglian Water about the adequacy of the sewerage system in Hadleigh. Cllr Talbot responded



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	<p>that he had previously spoken with Anglian Water and they had confirmed that it is adequate, and that the Lady Lane development is taken into account in expressing that view. Councillors requested that details of all infrastructure types be established. A link to the BDC <i>Infrastructure Development Plan</i> that sets out the current situation was requested: (https://www.midsuffolk.gov.uk/assets/Strategic-Planning/Current-Evidence-Base/BMSDC-IDP-July-2019-.pdf) . It was suggested that someone from BDC Planning was invited to present to the Council about planning issues.</p> <ul style="list-style-type: none">- A member of the public asked that the Council contact SCC to ensure the grit bins be maintained.- A member of the public noted that the BDC Corks Lane redevelopment stated to begin “late spring” is inaccurate as the planning permission still has not been granted.- A member of the public requested more copies of papers at meetings.
4: Finance	<p>To approve the attached schedule of payments over £500, whilst noting that the Town Council Manager will approve any payments under £500, in accordance with Financial Regulations.</p> <p>It was noted that the salary payments had been separated from the overtime, but confirmed that the descriptions were incorrect and that they are separate payments and not duplicates.</p> <p>The payment of an invoice in cash was queried, and it was heard that cash in the office was used. It was noted that the Financial Regulations do not make provision for petty cash, nor that such amounts should be in the office. It was heard that there is not normally cash in the office, but that occasionally payments are paid in cash, and occasionally transactions like ticket sales for events means cash is dealt with.</p> <p>The payments for G Leeks and Sackers skip hire were queried. The payments were thought to be for the Guildhall but could not be confirmed.</p> <p>Moved by Councillor Bayliss and Seconded by Councillor Allan, It was agreed to approve the payment schedules.</p>
5: Council Matters Committee	<p>There were no matters that needed to be specifically brought to the attention of the Council.</p>
6: Reversing resolution 12B from the meeting on 28th November 2019	<p>Councillors considered reversing resolution 12B from the meeting on 28th November 2019 to reinstate monthly Full Council and Charity Committee meetings, and fortnightly Planning Advisory Committee Meetings. It was confirmed that 5 Councillors had correctly called for the item. It was queried whether the provisions of Standing Order 26 were satisfied to enable the item to be discussed again at the AGM in May (within 6 months), and the Council heard that it was believed to be correct.</p> <p>It was requested that any questions about Agenda items be put to the Town</p>



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	<p>Council Manager prior to the meeting.</p> <p>Moved by Councillor Allan and Seconded by Councillor Hinton, It was universally agreed to amend the meeting schedules as set out.</p>
7: Council Committee Members	<p>Councillors considered the membership of Councillors on committees and confirmed the following appointments:</p> <ul style="list-style-type: none">• Proposed by Councillor Allan, Seconded by Councillor Schlep and unanimously agreed, Councillors Allman and Bayliss would sit on the Planning Advisory Committee.• Proposed by Councillor Schleip, Seconded by Councillor Hinton and unanimously agreed, Councillor Minns would sit on the Town Matters Committee and Hadleigh Market Feoffment Charity Committee.• Proposed by Councillor Hinton, Seconded by Councillor Schleip and unanimously agreed, Councillor Knock would sit on the Hadleigh Market Feoffment Charity Committee.• Proposed by Councillor Allman, Seconded by Councillor Hinton and unanimously agreed, Councillor McLeod would sit on Layham Road Sports Ground Working Group and Planning Advisory Committee.
8: Representation on outside bodies	<p>Councillors considered representations on outside bodies. Councillor Gregg left the meeting between 7.50 – 7.55pm. Councillors confirmed the following appointments:</p> <ul style="list-style-type: none">• Proposed by Councillor Allan, Seconded by Councillor Schlep and unanimously agreed, Councillor Minns would be the Wattisham Liaison.• Proposed by Councillor Minns, Seconded by Councillor Allman and unanimously agreed, Councillor McLeod would be the Tree Warden.• Proposed by Councillor Allman, Seconded by Councillor Bayliss and unanimously agreed, Councillor Gregg would be the Ann Beaumont Charity full Trustee.
9: Town Council Manager - Matters	<p>a) Proposed by Councillor Hinton, Seconded by Councillor Beggerow and unanimously agreed, it was resolved to acquire new IT equipment and end the printer contract.</p> <p>b) Councillors considered the grounds maintenance contract and requested a breakdown of works. The need for maintenance of the cemetery extension was also noted. Proposed by Councillor Schleip, Seconded by Councillor Minns and unanimously agreed it was resolved to ask the TCM to review the contract approve it subject to it covering Layham Road sports Ground matters satisfactorily.</p> <p>c) Proposed by Councillor Beggerow, Seconded by Councillor Cammack and unanimously agreed it was resolved to install a number pad type door lock on the door between the HTC office kitchen and the Guildroom.</p>



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10: Town Council Manager - Information	Councillors heard information from the Town Council Manager and noted: <ul style="list-style-type: none">a) The statement about by-election polling cards.b) The statement about Pre-election rules and Social mediac) BDC's Cllr Grandon response to the question about Cork's Lane site costs. It was opined that the answer did not address the original question.d) Cost of the 7th Battalion parade taking place in in Hadleigh on 14 June. BDC/SCC Councillor Fraser stated that he would enquire about the costs of road closures for the Wattisham Parade.e) Town Council website updates were continuing.f) BDC liaison meetings would take place and TCM would report back as necessary.g) Barclays premises had been viewed but considered to be unsuitable due to layout and condition. It was stated that the TCM should continue to consider potential Town Council premises.h) Works on the Railway Walk had been completed.i) A tree fallen in to the River Brett would need to be removed.j) That the TCM would investigate costs of Fireproof storage in the office.
11: Future Meetings	The next Full Council meeting was confirmed to be on the 19 th of March 2020 at 7.00pm.
12: Close of meeting	The meeting closed at 8.15pm

Prepared by

A. McMillan

Andrew McMillan
Town Council Manager
17 February 2020