



Hadleigh Town Council

TOWN MATTERS COMMITTEE

Thursday 6th February 2020 at 7.00pm in The Dining Room at Hadleigh Town Hall, Market Place, Hadleigh IP7 5DN.

The Council, members of the public and press may record/film/photograph or broadcast this meeting, when the press and public are not lawfully excluded. Any member of the public who attends this meeting and objects to being filmed should advise the Town Council Manager who will request they are not included within the filming.

MINUTES

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| 1: Opening | <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.</p> <p>Attending: Cllr R. Beggerow, Cllr C. Cammack, Cllr L. Gordon, Cllr A. Knock, Cllr G. Talbot (Chair), Cllr E. Wright,</p> <p>Also in attendance: Andrew McMillan (Town Council Manager), and 5 members of the public</p> <ul style="list-style-type: none">a) Welcome and opening remarks from the Chairb) Apologies for absence were received from Cllr S. Allman and Cllr A. Greggc) No members' declarations of pecuniary and non-pecuniary interest were receivedd) 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.</p> <ul style="list-style-type: none">a) A member of the public asked what the remit of the Cemetery Working group is, and is item 6 different to their remit? The Chair responded that the working group recommendations must come to this committee anyway as it was not a decision-making body.b) A member of the public asked if the total cost of the Cemetery Extension is known yet? The chair responded that the costs to date are known, but had not been published due to the pre-election moratorium. |
| 3: Minutes | <p>Proposed by Councillor Wright, Seconded by Councillor Gordon and unanimously agreed, the Minutes of the Town Matters Committee meeting from 19 November 2019 were approved.</p> |
| 4: Grant Applications | <p>The chair stated that in this financial year grants to the value of £5,350 had been offered, and requested that the Town Council Manager publicized the availability of funds.</p> <p>To consider grant applications from</p> <ul style="list-style-type: none">a) Rotary Club of Sudbury (Crucial Crew) for £250 |



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| | <p>Councillors discussed the application and noted that although the Crucial Crew was Sudbury based, lots of Hadleigh residents benefitted. The grant application did not state strongly any feedback or resulting benefits that could usefully be included in any future applications. Proposed by Councillor Cammack, Seconded by Councillor Gordon and unanimously agreed, a grant offer of £250 was confirmed.</p> <p>b) Hadleigh Community Transport Group for £2,000</p> <p>Councillors discussed the application and noted that the applicant had previously been offered a grant to support a bus, but the bus route had been saved and the grant not made. Councillors noted that the service was valuable to residents in Hadleigh (particularly vulnerable, elderly and less mobile) and brought others in to the town to support shops and services. It was noted that there was limited information about monitoring of effectiveness, but the chair noted that the applicant is developing monitoring information. Proposed by Councillor Wright, Seconded by Councillor Gordon and unanimously agreed, a grant offer of £2,000 was confirmed. A requirement for monitoring bus usage should be added to the offer to help evaluate the effectiveness.</p> |
| 5: Babergh District Council Liaison | <p>1) To consider an invitation from Babergh District Council's Public Realm team to explore opportunities in Hadleigh.</p> <p>Councillors discussed the invitation.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved that the Town Council Manager should liaise with Babergh District Council's Public Realm team to explore opportunities in Hadleigh.</p> <p>2) To consider an invitation from Babergh District Council's Public Realm team to explore the future options for CCTV.</p> <p>Councillors discussed the invitation and noted that there are 7 CCTV cameras in Hadleigh. The hardware is ageing and has poor image quality. The system is staffed by volunteers but the number of people is dwindling. Locally, Stowmarket and Sudbury are considering their own CCTV arrangements with BDC. There are likely to be costs of upgrading the system, and ongoing maintenance costs.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved that the Town Council Manager should liaise with Babergh District Council's Public Realm team to explore opportunities and arrangements around the CCTV in Hadleigh.</p> |
| 6: Cemetery Extension | <p>To consider the Town Council's approach to moving forward with the landscaping work required for the cemetery extension.</p> <p>Councillors noted that the costs of landscaping works need to be explored. An opportunity to bid for CIL funding means that a programme should be developed by October to meet BDC timescales. Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved that the Town Council Manager should explore landscaping options and costs and prepare a suitable bid for CIL funding.</p> |



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| <p>7: Upcoming Commemorative Events</p> | <p>To consider plans for commemorative events including VE Day and Armed Forces Day, 8th Battalion Parade.</p> <p>Councillors heard the forthcoming programme of military events to be held in Hadleigh this year, and that HTC would be responsible for some matters. The most pressing would be the 7th Battalion REME parade on 14 June that would require a road closure order.</p> <p>Proposed by Councillor Wright, Seconded by Councillor Gordon and unanimously agreed, it was resolved that the Town Council Manager should liaise with BDC, the Royal British Legion and the Army at Wattisham to establish its commitments and to bring actions back to a relevant meeting for approval once details are known.</p> |
| <p>8: Suffolk Day</p> | <p>To consider plans for Suffolk Day, which is being launched in Hadleigh and hosted by Hadleigh Town Council.</p> <p>Councillors discussed the potential arrangements for Suffolk Day on 19 June, and heard that live broadcasts would be made between 7am and 10am. Councillors agreed that an event should be put on for the remainder of the day. It was heard that no road closures would be needed, and that the Hadleigh Market would be in operation at the time and would receive some promotion.</p> <p>Proposed by Councillor Cammack, Seconded by Councillor Talbot and unanimously agreed, it was resolved to set up a Working Group including non-Councillors and to bring an item to Full Council. The Babergh District and County Council Members would also be invited to the Working Group.</p> |
| <p>9: Hadleigh Show</p> | <p>To discuss plans for Hadleigh Town Council's stand at the Hadleigh Show.</p> <p>The Town Council Manager confirmed that an application for a 4m x 4m stand had been submitted, but that no confirmation had been received. A working group would not be needed until the stall had been confirmed.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved to bring the item to Full Council in March.</p> |
| <p>10: Walking Around Hadleigh</p> | <p>To consider the production of additional copies of the <i>Walking Around Hadleigh</i> booklet.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved to ascertain the author of the booklet, establish its popularity and invite the author to submit a grant application. The booklet could also be posted on the Hadleigh town Council web site if copyright permission can be obtained.</p> |
| <p>11: Tennis Court tree pruning</p> | <p>To note that the Town Council Manager has a quote for pruning of overhanging trees at the Layham Road Tennis Courts.</p> <p>Councillors heard that overhanging branches at the tennis court is a safety issue as well as a nuisance. The tree is growing on land within the ownership</p> |



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| | <p>of the Scouts. Proposed by Councillor Talbot, Seconded by Councillor Cammack and unanimously agreed, it was resolved to check any Tree preservation Order on the tree.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Cammack and unanimously agreed, it was resolved to request the Scouts to deal with the tree.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved that in the event the Scouts do not deal with the tree that the Town Council manager arranges the necessary works.</p> |
| 12 Cemetery entrance | <p>To consider potential actions for improvements at the entrance to the Cemetery due to its narrowness and speed of vehicles in Friars Road/Coram Street.</p> <p>Councillors heard the speed and safety issue regarding the entrance to the cemetery. Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved that the Town Council Manager would establish the Listed building status of the wall, if any.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved to contact the Highways Authority and request that faded road markings be repainted.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved that the Town Council Manager work with the Highways Authority to investigate potential measures to remedy the situation.</p> |
| 13: Bridge Street Allotment Gardens | <p>To consider allotment users' requests for additional security following recent break-ins.</p> <p>Councillors heard there had been recent break-ins, and that there were calls for increased security at the allotment site in Bridge Street. Options for CCTV were discussed including self-maintained CCTV such as that at Gallows Hill allotments, possibly funded through a grant. Councillors heard that the Allotment Users Group had recently been dissolved.</p> <p>Proposed by Councillor Talbot, Seconded by Councillor Cammack and unanimously agreed, it was resolved to request the Service Officer to survey the fence and make repairs. That the Town Council Manager would include the possibility of allotment CCTV in his discussion with BDC (from item 5b) and report back to the Council.</p> |
| 14: Visitor Information sign, Magdalen Street Car Park | <p>To consider the repair of the sign posts, and to consider the proposed wording supplied by the Rotary Club for inclusion on the sign.</p> <p>Councillors considered the sign and noted no comments on the proposed wording. Proposed by Councillor Talbot, Seconded by Councillor Wright and unanimously agreed, it was resolved to effect the repair of the sign subject to a maximum cost of £1,000.</p> |
| 15: Skate Park Extension | <p>To update Councillors on the Skate park extension project.</p> |



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| | <p>Councillors Talbot set out that the application for planning permission was shortly to be submitted to Babergh District Council (as previously authorised). The grant must be claimed by the end of the calendar year so there is a need for the works to take place quickly.</p> <p>The information was noted.</p> |
| 16: Future Meetings | <p>The chair noted that the Council had made a resolution to move to bi-monthly meetings, so the suggested date of 12th of March 2020 would be moved to a date in April to be confirmed.</p> |
| Close of meeting | <p>The meeting closed at 8:15pm</p> |

Prepared by

A. McMillan

Andrew McMillan
Town Council Manager
11 February 2020