

**MINUTES OF THE MEETING OF BURY ST EDMUNDS TOWN  
COUNCIL HELD ON WEDNESDAY 24 JANUARY 2018 AT 7.04 PM AT THE  
TOWN COUNCIL OFFICES, 7 ANGEL HILL, BURY ST EDMUNDS**

**PRESENT:** Cllrs Speed (Chairman), F Warby (Vice Chairman), Chung, Everitt, Hailstone, D Hind, K Hind, Hopfensperger, Murray, Nettleton, Rayner, Rout, Springett, Thompson and Williamson.

**ALSO PRESENT:** Greg Luton (Town Clerk), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), PCSO 3333 Emily Howell, PC Mark Ellis and a reporter from the Bury Free Press.

**1. CHAIRMAN'S INTRODUCTION**

An overview was given.

**2. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS THEREFORE**

Apologies were received and the reasons accepted from Cllrs Augustine (unwell) and P Warby (unwell).

**3. TO RECEIVE DECLARATIONS OF INTEREST + ADDITIONS TO REGISTERS**

All Borough Councillors when sitting at Town Council level (and vice versa) are advised to declare as follows: "that I may vote differently at Borough Council (*substitute Town Council as and when required*) level from that recorded at this meeting because of the possibility of further information being made available to me at that other tier of local government". Cllrs Chung, Everitt, Hailstone, D Hind, Hopfensperger, Nettleton, Rayner, Rout, Thompson, Speed, Springett and F Warby declared a local non-pecuniary interest as a Borough Councillor.

**4. TO CONSIDER ANY WRITTEN APPLICATION BY A MEMBER FOR A DISPENSATION RELIEVING THE MEMBER FROM EITHER OR BOTH OF THE RESTRICTIONS IN SECTION 31(4) OF THE LOCALISM ACT 2011 IN CASES DESCRIBED IN THE DISPENSATION AND SPECIFY THE PERIOD FOR WHICH ANY DISPENSATION SO GRANTED HAS EFFECT**

None.

**5. TO CONFIRM, ADOPT AND SIGN THE MINUTES 13 DECEMBER 2017 MEETING OF THE TOWN COUNCIL**

An amendment to the minutes was made to add Cllr Hailstone to the list of declarations of interest as a Borough Councillor.

Resolution Record No. **BSETC/110/24/Jan/18:**

That the minutes of the 13 December 2017 meeting of the Town Council as amended be agreed and signed as a true record.

**6. TO RECEIVE AN UPDATE FROM PCSO EMILY HOWELL**

Since the beginning of January 42 parking tickets had been issued and there had been a total of 252 'recorded investigations' (not all of which are 'crimes' as they include things like pedestrian falls, dealing with people with mental health issues, domestic disturbances and neighbourly disputes). PCSO 3232 Ken Ruston will be attending the February meeting to speak about the Community Speedwatch scheme.

## **7. PUBLIC FORUM**

No members of the public were present.

## **8. CLERK'S REPORT FOR NOTING**

The Clerk reported on budget preparations, media contacts, meeting with the Guildhall Feoffment Trust, the DMO, the Monitoring Officer, the Theatre Royal regarding grants, and a meeting to understand the implications of GDPR. Offers were made for contributions to work on the next edition of the Town Guide and visits to the Council Allotments. He mentioned the new audit regime with which the RFO would become up to date.

## **9. TO AMEND RESOLUTION NO. BSETC/097/30/NOV/16 "THAT FUNDING FOR THE DESTINATION MANAGEMENT ORGANISATION IN THE SUM OF £20,000 PER ANNUM FOR EACH OF THREE YEARS FROM 2016-17 BE APPROVED" TO REFLECT THAT THE FUNDING IS NOW REQUIRED FOR THE FINANCIAL YEARS 2016/17, 2018/19 AND 2019/20**

Resolution Record No. **BSETC/111/24/Jan/18:**

That resolution no. BSETC/097/30/Nov/16 "That funding for the Destination Management Organisation in the sum of £20,000 per annum for each of three years from 2016-17 be approved" be amended to reflect that the funding is now required for the financial years 2016/17, 2018/19 and 2019/20.

## **10. TO CONSIDER ALLOCATING A BUDGET OF £25,000 IN RESPECT OF ARMED FORCES DAY 2018 CELEBRATIONS**

Resolution Record No. **BSETC/112/24/Jan/18:**

That a budget of £25,000 for Armed Forces Day 2018 celebrations be approved.

## **11. TO CONSIDER AND CONFIRM 2018/2019 BUDGET FOR BURY ST EDMUNDS TOWN COUNCIL: THAT THE 2018/2019 BUDGET FOR BURY ST EDMUNDS TOWN COUNCIL BE ADOPTED AND DULY SIGNED BY THE CHAIRMAN AND TOWN CLERK IN THE PRESENCE OF THE COUNCIL**

Cllr Hopfensperger left the meeting at 8.23pm and re-joined the meeting at 8.25pm.

A recorded vote was requested: all 15 Councillors present voted in favour of this proposal.

Resolution Record No. **BSETC/113/24/Jan/18:**

That the 2018/2019 BUDGET in the sum of £514,493 be adopted and duly signed by the Chairman and Town Clerk in the presence of the Council [appended as A].

## **12. TO CONFIRM 2018/2019 PRECEPT FOR BURY ST EDMUNDS TOWN COUNCIL: THAT THE 2018/2019 PRECEPT FOR BURY ST EDMUNDS TOWN COUNCIL BE ADOPTED AS RESOLVED BY COUNCIL AT [TO BE CONFIRMED] PER BAND D PROPERTY EQUIVALENT IN THE SUM OF [TO BE CONFIRMED] AND THE PRECEPT DEMAND FORM DULY SIGNED BY THE CHAIRMAN AND TOWN CLERK IN THE PRESENCE OF THE COUNCIL TO BE SERVED UPON ST EDMUNDSBURY BOROUGH COUNCIL**

Resolution Record No. **BSETC/114/24/Jan/18:**

That the 2018/2019 PRECEPT be confirmed as £434,014.55 which equates to £33.30 per Band D equivalent property for 13,033.47 properties and the Precept Demand Form duly signed by the Chairman and Town Clerk in the presence of the Council to be served upon St Edmundsbury Borough Council.

**13. TO APPROVE THE JANUARY 2018 FINAL PAYMENTS LIST**

Resolution Record No. **BSETC/115/24/Jan/18:**

That the January 2018 payments list be approved.

**14. TO RECEIVE THE REPORTS AND ADOPT THE RECOMMENDATIONS THEREIN (IF ANY) OF THE PLANNING & LICENSING COMMITTEE MEETING OF 13 DECEMBER 2017**

Resolution Record No. **BSETC/116/24/Jan/18:**

That the end of November 2017 Bank Reconciliations, Budget Line Item Expenditure, Final Payments List and Cash Book Reports be adopted and signed.

Resolution Record No. **BSETC/117/24/Jan/18:**

That the minutes of the Planning Licensing & Finance Committee meeting 13 December 2017 be received and the recommendation therein be adopted.

**15. TO SET ALLOTMENT CHARGES APPLICABLE FROM 01 APRIL 2019**

Resolution Record No. **BSETC/118/24/Jan/18:**

That the charge for allotments with water for the year 01 April 2019 to 31 March 2020 be £9.50 per square rod (equating to £47.50 for a five square rod plot).

**16. TO APPROVE THE INFORMATION FLYER TO ACCOMPANY THE 2018/19 COUNCIL TAX BILLS (AN A4 DUPLEX IN BLACK AND WHITE)**

Resolution Record No. **BSETC/119/24/Jan/18:**

That the information flyer (an A4 duplex in black and white) to accompany the 2018/19 Council Tax bills be approved.

**17. TO ENABLE PAYMENT OF SALARIES INCLUDING PAYMENTS TO SUFFOLK COUNTY COUNCIL PENSIONS AND HM REVENUE AND CUSTOMS (HMRC) TO BE MADE BY BACS (I.E. BY ELECTRONIC TRANSFER) FROM THE COUNCIL'S CURRENT ACCOUNT**

Resolution Record No. **BSETC/120/24/Jan/18:**

That payment of salaries including payments to Suffolk County Council Pensions and HM Revenue and Customs (HMRC) by BACS (i.e. by electronic transfer) from the Council's current account be enabled.

17.1 To authorise the signature of the BACS application form

Resolution Record No. **BSETC/121/24/Jan/18:**

That the signature of the BACS application form be authorised.

**18. TO NOTE THE CLERK'S USE OF DELEGATED AUTHORITY ON 12 JANUARY 2018, AS A RESULT OF THE MEETING OF THE PLANNING LICENSING AND FINANCE COMMITTEE MEETING OF 10 JANUARY 2018 BEING INQUORATE, AND IN ORDER TO MEET THE LOCAL PLANNING AUTHORITY'S CONSULTATION DEADLINES, TO PUT FORWARD THE COMMENT "NO OBJECTION BASED ON INFORMATION RECEIVED" AND ADDITIONALLY IN RESPECT OF CONSERVATION AREA PROPERTIES THE COMMENT "SUBJECT TO CONSERVATION AREA ISSUES AND ARTICLE 4 ISSUES" IN RESPECT OF ALL PLANNING APPLICATIONS ON LISTS A AND B**

Noted.

**19. TO CONSIDER SETTING UP A WORKING PARTY TO INVESTIGATE ACTIVITIES  
IN THE TOWN ON NEW YEAR'S EVE**

Resolution Record No. **BSETC/122/24/Jan/18:**

That a working party to investigate activities in the town on New Year's Eve be set up.

**20. DATE OF NEXT MEETING**

Date of next meeting: **Wednesday 28 February 2018 at 7pm.**

The meeting ended at 9.00pm.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_