

**MINUTES OF THE MEETING OF BURY ST EDMUNDS TOWN
COUNCIL HELD ON WEDNESDAY 15 MAY 2019 AT 5.59 PM AT THE
TOWN COUNCIL OFFICES, 7 ANGEL HILL, BURY ST EDMUNDS**

PRESENT: Andrew Speed (Chairman 2018-2019, for Item 1), Cllrs Augustine, Bouché, Chung, Everitt, Higgins, D Hind, K Hind, Hopfensperger, Iannelli-Popham, Parker, Rayner, Rout, Thompson, Turner, Waterman, Whittingham and Williamson.

ALSO PRESENT: Greg Luton (Town Clerk), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), Julie Sturgeon (Allotments and Administrative Assistant), District Councillor Warby, representatives from the Abbey Heritage Partnership, Bury Free Press, Kinetic Sciences, Moreton Hall Residents' Association, a reporter from the Bury Free Press and four members of the public.

1. OUTGOING CHAIRMAN'S INTRODUCTION

Andrew Speed gave a short introduction welcoming new and returned councillors.

2. TOWN CLERK'S REPORT

The Clerk delivered some general information to provide continuity for new councillors, and introduced the RFO.

3. ELECTION OF CHAIRMAN 2019-2020

Resolution Record No. **BSETC/01/15/May/19:**

That Cllr Thompson be and is elected Chairman for 2019-2020.

4. ELECTION OF VICE CHAIRMAN 2019-2020

Resolution Record No. **BSETC/02/15/May/19:**

That Cllr Hopfensperger be and is elected Vice Chairman for 2019-2020.

5. TO RECEIVE THE CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN OR, IF NOT THEN RECEIVED, TO DECIDE WHEN IT SHALL BE RECEIVED

Resolution Record No. **BSETC/03/15/May/19:**

That it be noted that Cllr Thompson signed the Declaration of Acceptance of Office of Chairman.

6. TO RECEIVE THE NEW CHAIRMAN OF THE COUNCIL AND COUNCILLORS' DECLARATIONS OF ACCEPTANCE OF OFFICE OR, IF NOT THEN RECEIVED, TO DECIDE WHEN THEY SHALL BE RECEIVED

Resolution Record No. **BSETC/04/15/May/19:**

That it be noted that the Chairman of the Council and Councillors' Declarations of Acceptance of Office had been received.

7. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS, TO BE RECORDED

None.

8. TO RECEIVE DECLARATIONS OF INTEREST AND ADDITIONS TO REGISTERS

All District Councillors when sitting on the Town Council (and vice versa) are advised to declare as follows: "that I may vote differently at District 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 Augustine, Chung, Everitt, D Hind, Hopfensperger, Rayner, Rout, Thompson, Waterman and Williamson

declared a local non-pecuniary interest as a District Councillor. Cllrs Everitt and Rout declared a local non-pecuniary interest as a County Councillor.

9. TO CONSIDER WRITTEN APPLICATIONS BY A MEMBER FOR A DISPENSATION, RELIEVING THE MEMBER FROM 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 HAS EFFECT

None.

10. TO CONFIRM, ADOPT AND SIGN THE MINUTES: 24 APRIL 2019 TOWN COUNCIL MEETING

Resolution Record No. **BSETC/05/15/May/19:**

That the minutes of the Town Council Meeting of Wednesday 24 April 2019 be agreed and signed as an accurate record.

11. PUBLIC FORUM

A synopsis was given of the forthcoming Community Awards event (including the St Edmunds Day Citizen and Young Citizen Awards), which the Council had previously agreed to give financial and other resource support. The representative from Kinetic Sciences spoke in connection with its grant funding application being considered later on this agenda.

12. TO RECEIVE THE REPORT AND ADOPT THE RECOMMENDATIONS OF THE PLANNING LICENSING AND FINANCE COMMITTEE MEETING OF 24 APRIL 2019

Resolution Record No. **BSETC/06/15/May/19:**

That the minutes of the Planning Licensing and Finance Committee meeting of 24 April 2019 be received and the recommendations be adopted.

13. TO APPROVE THE MONTH: APRIL 2019 PAYMENTS LIST

It was noted that the agenda item should have read May, not April.

Resolution Record No. **BSETC/07/15/May/19:**

That the May 2019 payments list be approved.

14. TO APPOINT MEMBERS TO THE PLANNING, FINANCE AND LICENSING COMMITTEE [6 MEMBERS] PLUS BSETC CHAIRMAN AND VICE CHAIRMAN, EX OFFICIO, WITH FULL VOTING RIGHTS:

Resolution Record No. **BSETC/08/15/May/19:**

That membership of the Planning Licensing and Finance committee comprises Cllrs D Hind, K Hind, Iannelli-Popham, Rout, Whittingham and Williamson plus the BSETC Chairman and Vice Chairman ex-officio with full voting rights.

14.1 To appoint a Chairman and Vice Chairman

Resolution Record No. **BSETC/09/15/May/19:**

That Cllr K Hind be appointed as Chairman of the Planning Licensing and Finance committee.

Two nominations were received for Vice Chairman but Cllr Williamson's nomination was subsequently withdrawn.

Resolution Record No. **BSETC/10/15/May/19:**

That Cllr Whittingham be appointed as Vice Chairman of the Planning Licensing and Finance committee.

14.2 To confirm terms of reference

Resolution Record No. **BSETC/11/15/May/19:**

That the terms of reference for the Planning Licensing and Finance committee as circulated be confirmed.

15. TO APPOINT MEMBERS TO THE STAFFING AND EMPLOYMENT COMMITTEE [6 MEMBERS] TO INCLUDE BSETC CHAIRMAN AND VICE CHAIRMAN, EX-OFFICIO, WITH FULL VOTING RIGHTS.

Resolution Record No. **BSETC/12/15/May/19:**

That membership of the Staffing and Employment committee comprises Cllrs D Hind, Rout, Turner and Williamson plus the BSETC Chairman and Vice Chairman ex-officio with full voting rights.

15.1 To appoint a Chairman and Vice Chairman

Resolution Record No. **BSETC/13/15/May/19:**

That Cllr Williamson be appointed as Chairman of the Staffing and Employment committee.

Resolution Record No. **BSETC/14/15/May/19:**

That Cllr D Hind be appointed as Vice Chairman of the Staffing and Employment committee.

15.2 To confirm terms of reference

Resolution Record No. **BSETC/15/15/May/19:**

That the terms of reference for the Staffing and Employment committee as circulated be confirmed.

Cllr Whittingham left the meeting at 6.34pm.

16. TO APPOINT THREE (DIFFERENT) MEMBERS TO THE STAFFING APPEALS PANEL

Four nominations were received and it was suggested and agreed that Cllr Augustine be appointed as substitute member.

Resolution Record No. **BSETC/16/15/May/19:**

That membership of the Appeals Panel comprises Cllrs Higgins, Rayner and Waterman with Cllr Augustine as substitute member.

17. TO APPOINT A MEMBER TO THE OPTIONAL POST OF COUNCILLOR FINANCIAL REVIEW EXAMINER (FORMERLY CALLED INTERNAL AUDITOR)

Resolution Record No. **BSETC/17/15/May/19:**

That Cllr K Hind be appointed as Councillor Financial Review Examiner.

18. TO APPOINT MEMBERS AS CHEQUE SIGNATORIES [5] ANY 2 TO SIGN

Resolution Record No. **BSETC/18/15/May/19:**

That Cllrs Chung, D Hind, Hopfensperger, Thompson and Williamson be authorised cheque signatories.

19. TO REVIEW THE SCHEME OF DELEGATION

Resolution Record No. **BSETC/19/15/May/19:**

That the scheme of delegation as circulated be adopted.

20. TO RECEIVE REPORTS FROM COUNCILLORS REPRESENTING BSETC ON EXTERNAL BODIES:

20.1 Guildhall Feoffment Trust (Cllr P Hopfensperger)

A report was received.

20.2 Bury in Bloom (Cllr Williamson)

A report was received.

20.3 Suffolk Association of Local Councils (Cllr K Hind)

A report was received.

21. TO APPOINT REPRESENTATIVES (2) TO THE BURY IN BLOOM COMMITTEE

Three nominations were received.

Resolution Record No. **BSETC/20/15/May/19:**

That Cllrs Hopfensperger and Whittingham be the representatives to the Bury in Bloom Committee.

22. TO APPOINT A REPRESENTATIVE TO THE SUFFOLK ASSOCIATION OF LOCAL COUNCILS

Resolution Record No. **BSETC/21/15/May/19:**

That Cllr K Hind be the representative to the Suffolk Association of Local Councils.

23. TO NOTE COUNCIL'S NOMINATED REPRESENTATIVES TO THE GUILDHALL FEOFFMENT TRUST (APPOINTED JUNE 2018 FOR A 4 YEAR TERM) VIZ. TOWN CLERK GREG LUTON AND CLLR PAUL HOPFENSBERGER

Noted.

24. TO CONSIDER AND ADOPT THE COUNCIL MEETINGS SCHEDULE SHOWING THE DATES, TIMES AND PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL AND ITS STANDING COMMITTEES, UP TO AND INCLUDING THE NEXT ANNUAL MEETING OF FULL COUNCIL

Resolution Record No. **BSETC/22/15/May/19:**

That the Council meetings schedule May 2019 to May 2020 as circulated be adopted.

25. TO CONSIDER FUTURE CIVIC LEADERSHIP ACTIVITY, INCLUDING THE ANNUAL JANKYN SMYTH EVENTS

It was noted that Council can use the title of Town Mayor instead of Chairman (per Standing Orders).

Resolution Record No. **BSETC/23/15/May/19:**

That the Clerk, supported by a small working group, investigates options for Civic Leadership including the possibility of splitting the role.

Resolution Record No. **BSETC/24/15/May/19:**

That the members of the Civic Leadership working group comprise Cllrs Bouché, Everitt and Hopfensperger.

26. TO CONSIDER A GRANT FUNDING APPLICATION FROM THE SUFFOLK SCIENCE FESTIVAL, FOR A GRANT OF £10,000 TO SUPPORT A VARIETY OF EXHIBITORS AT THE NEXT SCIENCE FESTIVAL

A proposal to award £5,000 was made and subsequently withdrawn.

Resolution Record No. **BSETC/25/15/May/19:**

That the Kinetic Science Foundation be awarded £5,000 to support a variety of exhibitors at the next Suffolk Science Festival, conditional on the Festival events being held in Bury St Edmunds [Local Government Act 1972 s.145].

27. TO NOTE THAT THE ANNUAL TOWN RESIDENTS' MEETING WILL BE HELD ON TUESDAY 29 MAY AT 6PM AT THESE OFFICES, 7 ANGEL HILL

It was noted that the Annual Town Residents' Meeting on 29 May 2019 is a Wednesday, not Tuesday. Cllrs Chung, Everitt and Thompson gave their apologies for this meeting.

28. DATE OF NEXT MEETING

Date of next Full Council meeting: **Wednesday 26 June 2019 at 7 pm. (Dates for all Council meetings, from May 2019-May 2020, which were circulated with the papers)**

The meeting ended at 7.40 pm.

Signed: _____

Dated: _____