

**MINUTES OF THE MEETING OF BURY ST EDMUNDS TOWN
COUNCIL HELD ON WEDNESDAY 27 MARCH 2019 AT 7.02 PM AT THE
TOWN COUNCIL OFFICES, 7 ANGEL HILL, BURY ST EDMUNDS**

PRESENT: Cllrs Augustine, Chung, Everitt, D Hind, K Hind, Hopfensperger, Rout, Thompson and Williamson.

ALSO PRESENT: Greg Luton (Town Clerk), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), Julie Sturgeon (Allotments and Administrative Assistant), PCSOs Mark Ellis and Jessica Cullen-McLeod, a representative from Kinetic Sciences and one member of the public.

Cllr Rout was elected to chair the meeting in the absence of both the Chairman and Vice Chairman of the Council.

1. CHAIRMAN'S INTRODUCTION

The Chairman welcomed back Cllr Chung after his recent absence and wished him well; Cllr Chung thanked Councillors and Officers for their support.

2. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS

Apologies had been received from Cllrs Hailstone, Murray, Rayner, Speed, Springett, F Warby and P Warby; Cllr Nettleton was also absent.

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, D Hind, Hopfensperger, Rout and Thompson declared a local non-pecuniary interest as Borough Councillors.

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 OF THE 27 FEBRUARY 2019 MEETING OF THE COUNCIL

Resolution Record. **BSETC/131/27/Mar/19:**

That the minutes of the 27 February 2019 meeting be agreed and signed as a true record.

6. PUBLIC FORUM

A representative from Kinetic Sciences spoke about the recent Suffolk Science Festival in Bury St Edmunds, which is intended to be an annual event for which financial support will be sought from the Council in the next financial year.

7. TO NOTE THE PCSO UPDATE

PCSO Jessica Cullen-McLeod introduced herself. PCSO Mark Ellis was congratulated for being awarded The Sheepshanks award for 2018 by Suffolk Constabulary. The recorded investigation statistics for January and February 2019 were tabled and discussed. Members were reminded that issues for PCSOs should be sent to the Town Council Office, who would inform the PCSOs.

8. TO NOTE THE CLERK'S REPORT

The Clerk reported on the financial year-end and the expenditure of locality budgets as well as the forthcoming elections. He circulated a thank you note from the recently retired Bury in Bloom coordinator for her presentation gifts.

9. TO NOTE THE RFO'S REPORT

It was noted that approximately £3,000 remained unspent in Locality Budgets which would go to reserves and a number of approved applications were yet to be paid out. The Council accounts were in a good state. Internal Audit would be carried out by our Auditors next month.

Cllr K Hind left the meeting at 7.45 pm.

10. PPS UPDATE

Phased work was underway with the next phase starting on 8 April. Estimated costs would be received for future projects prior the work being done. The PPS projects were within budget. Councillors may continue to submit new requests during 'Purdah'.

11. TO APPROVE THE MARCH 2019 PAYMENTS LIST

Two additional payments, one in respect of the newspapers and the other for locality budget funding, had been added to the circulated payments list.

Resolution Record. **BSETC/132/27/Mar/19:**

That the March 2019 payments list be approved.

12. TO RECEIVE THE REPORT AND ADOPT THE RECOMMENDATIONS THEREIN (IF ANY) OF THE PLANNING, LICENSING & FINANCE COMMITTEE OF:

18.1 27 February 2019

18.2 13 March 2019

Resolution Record. **BSETC/133/27/Mar/19:**

That Council uses discretionary authority for the removal of graffiti from publicly owned property paid for from its Pavements and Public Spaces budget.

Resolution Record. **BSETC/134/27/Mar/19:**

That the end of February 2019 Bank Reconciliations, Budget Line Item Expenditure, Final Payments List and Cash Book Reports be adopted and signed.

Resolution Record. **BSETC/135/27/Mar/19:**

That the minutes of the Planning, Licensing & Finance committee meetings of 27 February 2019 and 13 March 2019 be received and recommendations be adopted.

13. TO REVIEW AND ADOPT THE FOLLOWING UPDATED POLICIES:

- 13.1 Allowances and Expenses Policy
- 13.2 Chairman's Expenses
- 13.3 Data Protection, Confidentiality and Information Management Policy
- 13.4 Dealing with Dispensations under S33 Localism Act 2011
- 13.5 Financial Regulations
- 13.6 Grievance Procedure
- 13.7 Harassment Policy
- 13.8 Highways Strategy Policy and implementation
- 13.9 Investment Strategy
- 13.10 Lone Worker Policy
- 13.11 Public Forum at Meetings Policy
- 13.12 Sickness Absence Policy

Items 13.1-13.8 and 13.10-13.12 were deferred to the next meeting.

Resolution Record. **BSETC/136/27/Mar/19:**

That the Investment Strategy be approved and adopted.

14. TO NOTE THAT AN INFORMATION FLYER TO ACCOMPANY THE 2019/20 COUNCIL TAX BILLS WAS NOT PUBLISHED, DUE TO RESTRICTIONS ON PUBLICITY PRIOR TO THE MAY 2019 ELECTIONS (KNOWN BY GOVERNMENT AS 'PURDAH' RESTRICTIONS)

Noted.

15. DATE OF NEXT MEETING

Date of next meeting: **Wednesday 24 April 2019 at 7 pm.**

The meeting ended at 7.53 pm.

Signed: _____

Dated: _____