

# Bury St Edmunds Town Council Annual Report 2011



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## Chairman's introduction

The Council has reason to be proud of many of its achievements this year.

It gained reaccreditation of Quality Status, awarded for four years to councils meeting a number of criteria including the Town Clerk passing her Certificate in Local Council Administration.

It reinstated the St Edmunds Day awards, given to Citizen of the Year and Young Citizen of the Year, celebrating often unsung heroes of our community. This was combined with the official opening of the Town Council offices in their new location on Angel Hill.

It gave support to Bury in Bloom towards flower baskets in Abbeygate and Brentgovel Streets, and has just agreed to support the new roundabout and Parkway planting competition. It has also agreed to donate £5,000 towards the lighting of the new Cathedral tower.

It provided new grit bins in the town, bringing the total up to 59.

It finally completed complex negotiations on 38 new allotments at Cotton Lane, helping to reduce the lengthy

waiting list. It reinstated regular meetings between the council and allotment holders, provided skips on three of the five allotment sites and held another very successful allotments competition.

It provided help to people to complete their census form. The official town guide was very popular and sought after, and a longer print run will be needed next year to meet demand.

One member of staff left during the year. Paula Gladwell had contributed a lot to the management of the allotments, and was very active in marking out the new plots. She is greatly missed.

I wish to thank all members of staff for their hard work and commitment during the past twelve months.

Overall, the town council has made great progress during the past year and I would like to thank everyone who has supported me during my time as Chairman, and thank those Councillors whose term of office ended at the recent elections.

**Councillor Bob Cockle  
Chairman**



## Last year, month by month

May 2010 was the time of the Annual Meeting of the Town Council at which Cllr Bob Cockle was elected Chairman for the year, and changes made to committees for the coming year.

Councillors were appointed as representatives to outside bodies such as Bury in Bloom, Safer Neighbourhood Team, West Suffolk Strategic Partnership, Greene King Tenants Association and the Christmas Fayre Working group.

In June extra funding was agreed for Bury in Bloom to pay for flower baskets in Brentgovel Street.

In July a lot of work was carried out regarding professional advice on the upkeep and maintenance of the war memorials.

In **September** it was agreed to purchase a hearing loop system for the council Chamber, to provide a better service for those with hearing difficulties.

**October** saw the reinstatement of the statue, 'The Healing Waters of St Edmund' that was commissioned by the Borough Council for the stairwell in the building at Angel Hill.

St Edmunds day was marked with presentations to Citizens of the Year, Daphne Dyer and Arthur Smith, and young Citizen of the Year Joseph Weaver.



In **November** it was agreed to purchase flags – St George's and the Union flag – to fly on the building at Angel Hill.

In **December** the budget for the year 2011 -2012 was set, which resulted in the level of precept remaining at £13.50 per band D equivalent property.

The number of properties affected increased by those that used to be in the parish of Fornham All Saints, which transferred to Bury St Edmunds as a result of the Community Governance review.

The Town Council was pleased to be invited to join the planning of the Magna Carta commemorations for 2014.

Adverse weather highlighted the need for more grit bins and a number of requests for additional grit bins were received. These

now total 59 in various areas of the town.

**January** saw the town council deep in discussions regarding Suffolk County Council's New Strategic Direction, with specific attention being directed at saving the school crossing patrols.

In **February** work was carried out to mark out the new allotment plots at Cotton Lane.



In **March** a census drop in day was held, to help people complete their forms.

**April** saw the Council agreeing to give funding to help light the Cathedral tower, and to Bury in Bloom to support the competition for young people to design the roundabout planting on Parkway.

In addition, individual councillors have been working hard to help resolve local issues, the council continues to be an important part of the planning decision mechanism, and the ongoing daily work of managing the allotments continues!

### Council meetings

The Town Council has three committees that make recommendations to the full Council. These are Finance, Policy and Resources which meets monthly, Staffing and Employment which meets every three months and Planning and Licensing, which meets twice a month.

Planning and Licensing is a very busy committee, with on average 20 planning applications to look at each meeting, plus licensing and other issues such as proposed street closures, vending permits and tree preservation orders. Members of the public are always welcomed so that the council can reflect the views of those people most affected by planning decisions.

Full Council meets monthly, except August. All meetings are held on Wednesday nights, and are open to the public. At each meeting there is a public forum so if you want to ask or tell the Council anything, do come along and have your say.

Meeting agendas are displayed on the Council notice board in the Cornhill, and in the Town Council offices, as well as on the website.

### How to contact us

All Town Councillors can be contacted via the telephone numbers shown below their photographs (dial 01284 before the number shown if you are calling from outside this dialling code area). They can also be reached by email and some have additional mobile or business telephone numbers as shown on the website which is at: [www.burystedmunds.suffolk.gov.uk](http://www.burystedmunds.suffolk.gov.uk).

Staff members are:

Town Clerk:  
Jen Larner  
Tel: 01284 757139  
Email: [jen.larner@burystedmunds.suffolk.gov.uk](mailto:jen.larner@burystedmunds.suffolk.gov.uk)

Assistant Town Clerk and  
Responsible Finance Officer:  
Sue Hindry  
Tel: 01284 757157  
Email: [susan.hindry@burystedmunds.suffolk.gov.uk](mailto:susan.hindry@burystedmunds.suffolk.gov.uk)

Administrative Assistant:  
Vacancy

## Your Councillors



**Cllr Patrick Chung**  
Southgate Ward  
761120



**Cllr Bob Cockle**  
St Olaves Ward  
756249



**Cllr Quentin Cornish**  
Minden Ward  
750264



**Cllr Paul Farmer**  
Abbeygate Ward  
768777



**Cllr Jonathan Hartley**  
Minden Ward  
762467



**Cllr Cliff Hind**  
Moreton Hall  
706542



**Cllr Kevin Hind**  
St Olaves  
706542



**Cllr Neil Moffat**  
Risbygate  
724323



**Cllr David Nettleton**  
Eastgate Ward  
702212



**Cllr Stefan Oliver**  
Westgate  
706172



**Cllr Nicola Ridgeway**  
Southgate Ward  
767494



**Cllr Richard Rout**  
Abbeygate Ward  
767494



**Cllr Paul Simner**  
Risbygate Ward  
768202



**Cllr Clive Springett**  
Moreton Hall Ward  
753120



**Cllr Ross Taylor**  
Risbygate  
07794 881672



**Cllr Alan Turner**  
Northgate  
489171



**Cllr Mrs Pat Warby**  
Moreton Hall Ward  
704138

## Explaining the financial position

The chart illustrates key areas of Council's income and expenditure, indicating the position at 31 March for the years 2010 and 2011:

	Year ended 31 March	
	2010	2011
	£	£
Annual Precept	187,903	184,960
Total other receipts	12,058	12,207
Staff costs	79,167	93,380
Loan interest/Capital repayments	0	0
Total other payments	112,939	69,673
Balances carried forward	76,140	110,254
Total Cash & Investments	91,916	125,074
Total Fixed Assets	103,344	63,164
Total Borrowings	0	0

### Where our money comes from

The balance held at the end of the financial year of £110,254 (known as general reserves) although significantly higher than budgeted is still within the parameters laid down in the relevant guidance.

The annual precept is income raised solely through the payment of council tax by people who are resident in Bury St Edmunds which is collected on the Town Council's behalf by the Borough Council. For the financial year 2010/11 this represented £13.50 per Band D council tax payer (compared with £13.84 the previous year).

The majority of other receipts in this financial year include £3,100 Suffolk County Council locality budget funding donation towards the provision of additional salt/grit bins and £8,722 from allotments rents.

Council's fixed assets are recorded in a register. The lower value at the end of the financial year is the result of the ownership of Christmas lights (£45,000) being transferred to Town Centre Management (BID4Bury).

### How the money is spent

The staff costs include £4,341 on training and £249 on travel.

Total other payments include £1,963 election costs, £37,350 rent and service charge (includes business rates), £1,062 installation of an induction loop, £1,438 office equipment and furniture, £4,054 insurance, £432 audit fees, £1,022 cleaning, £4,301 computer maintenance and phones, £800 war memorials cleaning, £1,830 allotments grass cutting, repairs and water, £3,852 additional salt/grit bins, £2,058 litter bin emptying and £4,080 donation to Bury In Bloom.

Some examples of savings and efficiencies achieved during the year include:

- Insurance renewal achieved a small saving of £124
- Continued use of electronic means of communication resulted in photocopy cost saving of £30
- Allotment rents paid by electronic transfer achieved small savings in administration.