

Press and public are invited to attend this meeting. If you wish to attend, email [towncouncilmail@burystedmunds-tc.gov.uk](mailto:towncouncilmail@burystedmunds-tc.gov.uk). Persons attending, whether to participate or observe, are advised that they may be filmed, recorded or otherwise reported about. Persons attending are requested to avoid filming, recording or otherwise reporting about vulnerable adults and children without the consent of the relevant responsible adult.

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**Bury St Edmunds Town Council**

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12 December 2024

**To all Members of the Town Council**

You are summoned to attend the meeting of **Bury St Edmunds Town Council**, to be held at the Guildhall, **(enter via the entrance at 79 Whiting Street)**, Bury St Edmunds, IP33 1NX on **Wednesday 18 December 2024** at 7:00 pm.

Jodie Budd  
Town Clerk

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**Agenda**

1. To receive apologies for absence and reasons.
2. To receive Declarations of Interest and Additions to Registers. *Members are to declare any pecuniary or local non-pecuniary interest which they have in any item on the agenda, no later than when the item is reached and, if appropriate, to leave the meeting before discussion and voting on the item* [District declaration].
3. To consider written applications by Members for a dispensation relieving the individual member from restrictions in section 31(4) of the Localism Act 2011, in cases described in the dispensation and specify the period for which any dispensation granted has effect [NB: Applications for a dispensation must be submitted in writing to the Clerk not later than 4pm the day before the meeting.].
4. To confirm, adopt and sign the Minutes of the Council meeting held on the 27 November 2024 [attached].
5. Public Forum – Questions from members of the Public for a maximum of 3 minutes duration, including any West Suffolk or Suffolk County Councillors wishing to speak.
6. To note the Mayor's verbal report.
7. To note the Clerk's verbal report.
8. To note the PCSO's verbal report.

9. To consider a grant application from:
  - 9.1 Bury St Edmunds & District Deaf and Hard of Hearing Association [attached].
10. To consider the second revision of the 2025/2026 Budget, following recommendations from Full Council meeting on 27 November 24 [attached] along with proposals from St Edmundsbury Cathedral and Our Bury St Edmunds (BID) Christmas Partnership [attached]
11. To consider Town Council policies: [attached].
  - 11.1 Risk Management Document
  - 11.2 Sickness Absence Policy
  - 11.3 Staff Allowances and Expenses Policy (amended)
  - 11.4 Collection & Debt Recovery Policy
  - 11.5 Compliments and Complaints Policy
  - 11.6 Filming & Recording of Meetings
  - 11.7 Service Standards Policy (amended)
12. To receive the report and adopt the recommendations of the Planning Licensing and Finance Committee meetings 27 November 2024 [circulated]
13. To approve and sign the payments list for November 2024 [attached]
14. To approve and sign the Barclays bank balances as of 30 November 2024 [attached]
15. Date of next meeting: **Wednesday 22 January 2025**