

Press and public are invited to attend this meeting. If you wish to attend, email 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.

Bury St Edmunds Town Council

79 Whiting Street, Bury St Edmunds, Suffolk IP33 1NX

Phone: 01284 725111

Email: towncouncilmail@burystedmunds-tc.gov.uk

Website: www.burystedmunds-tc.gov.uk

19 November 2025

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 26 November 2025** at 7:00 pm.

Jodie Budd

Jodie Budd
Town Clerk

Agenda

1. To receive apologies for absence and reasons.
2. To receive Declarations of Interest and Additions to Registers, including any gifts or hospitality.
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 22 October 2025 [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 report [attached].
7. To note the Clerk's verbal report.
8. To note the PCSO's verbal report.
9. To consider the 2026/2027 Budget and precept projections [attached].

10. To consider and adopt current Town Council policies.

10.1 Co-Option Procedure

10.2 Financial Control Procedures:

Accounts payable

Asset control and management

Budgetary control and reporting

Income

IT access

Payroll

Petty cash

VAT

Year-end procedures

10.3 Scheme of delegation (amended)

10.4 Local Purchase Policy – for members to amend if necessary.

11. To approve expenditure of £3,904.80 (exc. VAT) to purchase 20 new salt/grit bins.

12. To agree the payment of £50,000 to the Abbey of St Edmund Reborn project.

13. To receive the report and adopt the recommendations of the Planning Licensing and Finance Committee meetings:

13.1 22 October 2025 [circulated]

13.2 12 November 2025 [circulated]

14. To approve the Internal Audit Proposal for 2026/27 [attached].

15. To note the Responsible Financial Officer's outline financial report [attached].

16. To note the CCLA Payment report. [Attached]

17. To approve and sign the Barclays bank balances as of 31 October 2025 [attached]

18. To approve and sign the payments list for October 2025 [attached]

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19. To discuss the amended Heads of Terms for 79 whiting Street.

20. Date of next meeting: **Wednesday 18 December 2025**