**Minutes of the Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds,
on Wednesday 23 September 2026 at 7pm**

Present: Cllrs Higgins (Town Mayor), Armitage, Augustine, Iannelli-Popham, Mackenzie, Mager, Stennett, Stamp and Waterman.

Also present: Nicola Whittle (Responsible Financial Officer/Assistant Town Clerk), Julie Sturgeon (Allotment and Administration Officer), Daniel Clarke and Steve Jones (Friends of Moyse's Hall Museum), Andrea Jarman, James Catton (Radio West Suffolk Ltd), Hugh and Margaret Stevenson (members of the public), Sargent Joe Nettleton, PCSO's Mark Ellis and Jo Whiting.

1. To receive apologies for absence
Apologies were received from Jodie Budd (Town Clerk), Cllr's Hind, Chung, Lindberg, McGoochan, O'Driscoll and Sayer. No apologies were received from Cllr Halpin.

2. To receive declarations of interest, additions to register and any gifts or hospitality received.
All District Councillors declared: '*That I may vote differently at District or County Council level from that recorded at this meeting'*. Cllrs Armitage, Higgins, Mager, Stennett and Waterman declared a local non-pecuniary interest as District Councillors.

3. To consider written applications by a member for dispensation, from the restrictions in section 31(4) of the Localism Act 2011 and specify the period for which any dispensation has effect
None.

4. To confirm, adopt and sign the minutes from the Full Council held on 22 July 2026
Resolution Record No. **BSETC/529/23/September/26**
RESOLVED that the Full Council minutes from the meeting held on 22 July 2026 be agreed and signed, as an accurate record. The vote was unanimous.

5. Public Forum
Grant Aid applicants spoke for three minutes on their application, along with a member of the public.

6. Mayor's announcements
The Mayor, Cllr Higgins advised Members that the Mayoral team had attended the following events representing the Town Council:

- Bury in Bloom Post Judging at Greene King Beer Cafe
- Stagecoach Summer Spectacular at Howard Academy
- Mark Wenham – Anglian Regiment Minden Day Parade at the Barracks
- Launch of Hunter Club Arts Centre
- VJ Day Service, Rose Gardens and St Mary's Church
- Dog Show at Marham Park
- Priors Fun Day at Priors Playground
- Key Leaders Engagement Day at RAF Mildenhall
- Friends of Abbey Gardens, AGF Summer Reception at the Water Gardens
- Celebration of Ukraine's Independence on Angel Hill
- BSE Royal Artillery Association, Dedication of New Standard at St Mary's Church
- Civic Leaders Tour at RAF Lakenheath
- Opening of New Office at Moseley's Farm Business Centre
- Opening of Flower Festival at the Catholic Church Westgate Street
- Suffolk Pheonix Brass Band at Jubilee Centre, Mildenhall
- Cleaning Parkway Underpass with Melanie Lesser and BSE Town Warden
- Citizen Community Awards at the Guildhall
- Battle of Britain Parade and Service at the Athenaeum and St Mary's Church

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7. To note the PCSO's report
Councillors noted the crime figures submitted by the PCSO'S.

8. To consider grant application from the following;
8.1 Friends of Moyse's Hall Museum
To deliver a project "The Witch Trials of Bury St Edmunds – Outreach" to provide Art Workshops, working with Artist Kate Jackson, Pre-workshop tours and a safe space for sensitive groups to support hard-to-reach areas of the community, at the same time utilising an essential event space (The Hunter Club), offering the workshops to hard-to-reach groups (BAME, SEND, Mental Health recovery, Unpaid carers, Community and Wellbeing groups.
Resolution Record No. **BSETC/530/23/September/26**
RESOLVED that Friends of Moyse's Hall be awarded a Grant for £8,400 for their project The Witch Trial of Bury St Edmunds – Outreach. 7 voted in favour of this, 1 was against and 1 abstained.
8.2 Radio West Suffolk Limited
To provide a complete overhaul for their studio playout infrastructure, to purchase and install Myriad x6 licences and support applications for all studio workstations and the central server, along with professional installation and the purchase of new PCs to run the system.
Resolution Record No. **BSETC/531/23/September/26**
RESOLVED that Radio West Suffolk Limited be awarded a Grant for £6,500 for a complete overhaul for their studio. The vote was unanimous.
8.3 Sporting 87 Football Club
Postponed to next full council meeting in October.

9. To adopt a Data Protection Policy
Members discussed a new Data Protection Policy
Resolution Record No. **BSETC/532/23/September/26**
RESOLVED members agreed to adopt the Data Protection Policy.
The vote was unanimous.
10. To receive the report and adopt the recommendations of the Planning Licensing and Finance Committee meetings:
10.1 22 July 2026
10.2 12 August 2026
10.3 26 August 2026
10.4 09 September 2026
Resolution Record No. **BSETC/533/23/September/26**
RESOLVED that the minutes of the Planning, Licensing and Finance committee meetings held on 22 July 2026, 12 August 2026, 26 August 2026 and 09 September 2026 be **ADOPTED**. The vote was unanimous.

11. To receive the report and adopt the recommendations of the Staffing and Employment Committee meeting held of 09 September 2026 this includes annual staff pay increments;
Resolution Record No. **BSETC/534/23/September/26**
RESOLVED that the minutes of the Staffing and Employment Committee meeting held on 09 September 2026 be **ADOPTED.** 8 voted in favour of this, and 1 abstained.

12. To note the payment of an Abbeycroft invoice for £12,366.70 for the Youth Work Service Level agreement from July – September [as agreed in the budget].
Resolution Record No. **BSETC/535/23/September/26**
Noted

13. To approve payment of Abbeycroft Invoice for £14,735.70 for the summer activities (as agreed in the budget)
Resolution Record No. **BSETC/536/23/September/26**
RESOLVED to approve payment of £14,735.70 to Abbeycroft for their summer activities.
8 voted in favour of this, and 1 was against.

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14. To note Responsible Financial Officer's report
Resolution Record No. **BSETC/537/23/September/26**
Report noted.

15. To receive and note the External Auditor's Report and certificate 2025/26
Resolution Record No. **BSETC/538/23/September/26**
Report noted.

16. Date of next meeting Wednesday 23 October 2026

The meeting ended at 8pm

Signed: _____ Dated _____

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