

**Minutes of the Meeting of Bury St Edmunds Town Council,  
held at the Guildhall, Bury St Edmunds,  
on Wednesday 25<sup>th</sup> September 2024 at 7pm**

**Present:** Cllrs Hind (Town Mayor), Armitage, Chung, Halpin, Higgins, Iannelli-Popham, Lindberg, Mager, McGoochan, Sayer, Stamp, Stennett and Waterman

**Also present:** Jodie Budd (Town Clerk), Jacqueline Howells (Responsible Financial Officer/Assistant Town Clerk) and members of public.

**1. To receive apologies for absence**

Apologies were received from Cllrs Mackenzie and O'Driscoll.  
Cllr Augustine was absent but no apologies had been received.

**2. To receive declarations of interest and additions to registers**

All District Councillors declared: *'That I may vote differently at District or County Council level from that recorded at this meeting'*. Cllrs. Armitage, Chung, Halpin, Higgins, Hind, Lindberg, Mager, Sayer, Stamp, 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 24th July 2024**

Resolution Record No. **BSETC/271/25/Sep/24:**

**RESOLVED** that the Full Council minutes from the meeting held on 24th July 2024 be agreed and signed, as an accurate record.

**5. Public Forum**

A member of the public asked questions regarding progress with the proposed Splash Park at Moreton Hall. The Mayor explained that following the Full Council meeting in December 2023, Councillors had submitted questions regarding the project and were still waiting for answers from the Splash Park group. These questions will be resubmitted and discussed by Councillors again once answers are received.

**6. Mayor's announcements**

Cllr Hind advised Members that she had attended several events including the following:

- 26th July - Fullers Mill Artist in Residence event.
- 31<sup>st</sup> July – Judging Young Traders event.
- 1<sup>st</sup> August – Licensing new Vicar at Christ Church Moreton Hall
- 4<sup>th</sup> August – Minden Day event
- 9<sup>th</sup> August – Opening Macebearer pub
- 17<sup>th</sup> August – VJ Event Rose Garden
- 22<sup>nd</sup> August – Belvoir Agency celebration
- 23<sup>rd</sup> August – Good Vibes production
- 4<sup>th</sup> September – Unveiling Knife sculpture in Haverhill
- 5<sup>th</sup> September – Cricket nets for Bury Cricket Club event.
- 6<sup>th</sup> September – Disability and Dementia Awareness event
- 6<sup>th</sup> September – Abbey Gardens annual meeting to thank friends.
- 8<sup>th</sup> September – Evensong to register goodbye to Canon Philip Banks
- 12<sup>th</sup> September – Bury St Edmunds Community Awards evening.
- 13<sup>th</sup> September – Mayor of Ipswich fundraising event Orwell River Cruise
- 15<sup>th</sup> September – Battle of Britain
- 18<sup>th</sup> September – Opening of new Turning Point premises.
- 22<sup>nd</sup> September – Fair Trade service

*Diane Hind*  
23/10/24

**7. Town Clerk's report**

- Firstly, I am pleased to advise that the planters in Brentgovel Street are due for delivery in 5 weeks' time. I have agreed with Bury in Bloom that these have soil put in them so that they cannot be moved but will not be planted properly until the Spring.
- I am currently working on a plan for a Town Warden. I have been working with the RFO to establish the general costs we pay now for work that could be undertaken by a Warden. I have also met with Alex Wilson at West Suffolk and enquired about the self-help scheme provided by Suffolk County Council. Stowmarket and Haverhill Town Councils have been a useful form of information. I hope to bring you a detailed plan in October or November so that possible funding can be included in the new budget for 2025/26.

**Events attended:**

- Launch event of the summer activities provided by Abbeycroft Leisure but funded by the Town Council. I have forwarded to all Councillors a detailed report from Abbeycroft showing the success of these events. Similar activities are planned for October and February half-terms.
- Opening night of Dorothy, Back to Oz at the Theatre Royal - this was exceptional.
- Meeting with Libby Ranzetta regarding the Abbey 1000 celebrations that were held a few years ago. The future of the Monk that was part of this event will be discussed later in the agenda.
- Opening of the new cricket nets at Bury Cricket Club together with the Mayor who participated by batting a cricket ball. £10,000 of this project was funded by the Town Council.
- Meeting in the cathedral with various organisations to discuss the overall accessibility of the town centre. This meeting was predominantly around Dementia awareness, but other factors were discussed including the lowering of kerbs that is part of our UKSPF Bid.
- Reception for the Abbey Garden Friends on the day it was revealed that Bury had again received Gold in the Anglia in Bloom competition. Well done to all involved.
- BID AGM.
- Citizen Awards ceremony hosted in conjunction with Bury St Edmunds Town Council and the Suffolk Free Press. It highlighted what a lovely town we have and the amazing amount of community spirit. Following on from that, I had hoped two young people would have been with us tonight. I have been asked to mention Jessica age 9 and Oliver aged 6, who of their own wishes, spent the afternoon tidying an area in the woods behind DFS, Moreton Hall. They used their council provided litter picks and bags tidying an area that was littered with plastic bottles, milk containers, cans, sweet wrappers, and plastic packaging. I will write them a letter thanking them.

**8. To note the PCSO's report**

Councillors noted the crime figures submitted by the PCSO. There were some concerns regarding parking in Unicorn Place near to Halfords which will be passed on to the PCSO's for investigation.

**9. To adopt the Training and Development Policy**

Councillors discussed the draft Training and Development policy.

Resolution Record No. **BSETC/271/25/Sep/24:**

**RESOLVED** that the Training and Development Policy be considered at the October meeting.

**10. To consider upgrading to a new website programme**

The Town Clerk advised that the current website is outdated and difficult to manage. She recommended that the Town Council changes to a three-year contract with Wix Website Design at a total cost of £410.40 (incl VAT).

Resolution Record No. **BSETC/272/25/Sep/24:**

**RESOLVED** that the Town Council agrees to a three-year contract with Wix Website Design at a total cost of £410.40 (incl vat)

**11. To appoint a Councillor to sit on the Healing Woods Committee**

Councillors discussed a request received for a Town Councillor to sit on the Healing Woods Committee.  
Resolution Record No. **BSETC/273/25/Sep/24:**

**RESOLVED** that Cllr Halpin be appointed as the Town Council representative on the Healing Woods committee.

**12. To support the installation of a cast iron monk onto the Northgate roundabout.**

Councillors discussed a proposal to install a cast iron monk constructed for the Abbey 1000 celebrations onto the Northgate roundabout.

There were concerns regarding road safety, the possibility of anti-social behaviour and the aesthetic nature of the statue. Several suggestions were made for alternative locations for the statue.

Resolution Record No. **BSETC/274/25/Sep/24:**

**RESOLVED** that the Town Council does not support the installation of a cast iron monk on the Northgate roundabout.

**13. To approve expenditure of up to £2500 for the purchase of taller SID posts.**

Resolution Record No. **BSETC/275/25/Sep/24:**

**RESOLVED** that replacement SID posts are purchased up to a value of £2500. It was **RESOLVED** that this expenditure will come out of reserves.

**14. To receive the report and adopt the recommendations of the Planning, Licensing and Finance committee meeting of 24<sup>th</sup> July 14<sup>th</sup> and 28<sup>th</sup> August and 11<sup>th</sup> September 24**

Resolution Record No. **BSETC/276/25/Sep/24:**

**RESOLVED** that the minutes of the Planning, Licensing and Finance committee meetings held on 24<sup>th</sup> July 14<sup>th</sup> and 28<sup>th</sup> August and 11<sup>th</sup> September 24 be **ADOPTED**.

**15. To approve and sign payments list for July and August 2024**

Resolution Record No. **BSETC/277/25/Sep/24:**

**RESOLVED** that the payments list for July and August 2024 be **APPROVED** and **SIGNED**

**16. Responsible Financial Officer's report**

The RFO presented the monthly financial report outlining key information extracted from the monthly budget report. No issues for concern were identified.

**17. To approve and sign Barclays bank balances as of 31<sup>st</sup> July and 31<sup>st</sup> August 2024**

Resolution Record No. **BSETC/278/25/Sep/24:**

**RESOLVED** that Barclays bank balances as of 31<sup>st</sup> July and 31<sup>st</sup> August 2024 be **APPROVED** and **SIGNED**

**18. To receive and note the External Auditor's report and certificate for 2023/2024**

The RFO reported that the External Auditors report had been received confirming that the Annual Governance Accountability Return for year ending 31<sup>st</sup> March 2024 had been completed in accordance with Proper Practices and no matters of concern had been identified.

Councillors congratulated the RFO on the successful completion of the accounts and the Town Clerk also wished to note her appreciation of the support received from the RFO.

Resolution Record No. **BSETC/279/25/Sep/24:**

**RESOLVED** that the External Auditor's report be **NOTED**.

**19. To receive and adopt the updated Asset Register**

Councillors discussed the updated Asset Register. There were some concerns about the sum insured for the Mayoral regalia following the refurbishment of the Mayor's Chain of Office.

The RFO was requested to clarify the amount of insurance cover to ensure that it is adequate. The Asset Register to be adopted at the Full Council meeting in October.

**20. Date of next meeting: Wednesday 23<sup>rd</sup> October 2024**

The meeting ended at 8.10pm

Signed: Diana Hind Dated 23/10/24