

**Minutes of the Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds,
on Wednesday 26th March 2025 at 7pm**

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

Also present: Jodie Budd (Town Clerk), Jacqueline Howells (Responsible Financial Officer/Assistant Town Clerk), PCSO Mark Ellis, four members of public and the Press.

1. To receive apologies for absence

Apologies for absence were received from Cllrs O'Driscoll and Halpin.

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, Augustine, Chung, Higgins, Hind, Lindberg, Mackenzie, Mager, Sayer, Stennett, Stamp 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 26th February 2025

Resolution Record No. **BSETC/333/26/Mar/25**

RESOLVED that the Full Council and P&C minutes from the meeting held on 26th February 2025 be agreed and signed, as an accurate record.

5. Public Forum

Representatives from the Abbey of St Edmund, Abbeycroft Leisure and EcoCarriers gave further details about their respective grant applications being discussed later in the meeting.

A member of the public spoke about his aspirations for a twinning partnership with a town in the USA.

6. Mayor's announcements

Cllr Hind advised Members that she had attended the following events representing the Town Council:

- 1st March – Stagecoach showcase event
- 2nd March – Civic Service for the Chair of Babergh District Council
- 5th March – Sybil Andrews Academy careers fair
- 7th March – World Day of Prayer Service at St Mary's Church
- 7th March – Civic dinner – Chair of West Suffolk Council
- 15th March – Academy of Movement cartwheel marathon
- 16th March – Bury St Edmunds Town Mayor Civic Service

7. Town Clerk's report

The Town Clerk advised Members as follows:

- Attended many meetings regarding Devolution – beginning to understand it!
- The Mayor's Civic Service was a lovely afternoon enjoyed by all who attended
- The Annual Town Meeting last week went well with a variety of questions put to the panel by members of public
- There have been a few issues with the planters in Brentgovel Street but hopefully these have now been resolved

8. To note the PCSO's report

Councillors noted the crime figures submitted by the PCSO's.

PCSO Mark Ellis advised that crime figures were low, but Town Centre officers have been dealing with ongoing anti-social behaviour on the Cornhill. Councillors also raised concerns about graffiti in the town and increasing dog fouling in the area around Abbots Green Primary School

Diane Hind

9. To discuss note the resignation of Cllr Halpin from the Planning, Licensing & Finance committee

Councillor Halpin's resignation from the P, L&F committee was noted with immediate effect. The vacant position will be discussed at the May 2025 Full Council meeting.

10. To adopt the latest version of the Financial Regulations

The Town Clerk advised Councillors of the recent changes in the Financial Regulations.

Resolution Record No. **BSETC/334/26/Mar/25**

RESOLVED that the revised Financial Regulations be **ADOPTED**

11. To approve payment of invoice from Suffolk County Council Highways

The Town Clerk advised that a grant of £21,000 had been received from the UKSPF for improvements to footways in the town. £7027.11 had been approved for work on dropped kerbs at the February Full Council meeting.

Resolution Record No. Resolution Record No. **BSETC/335/26/Mar/25:**

RESOLVED that the Town Council **APPROVES** expenditure of £13972.89 for footway repairs in Bury St Edmunds town centre

12. To consider expenditure of up to £2,500 for replacement notice board on Cornhill

The Town Clerk advised that the Town Council notice board on the Cornhill had been damaged following a vehicle accident.

Councillors requested that further information regarding styles of notice board be circulated before a replacement notice board is ordered.

Resolution Record No. Resolution Record No. **BSETC/336/26/Mar/25:**

RESOLVED that the Town Council **APPROVES** expenditure of up to £2500 (excl. vat) for the purchase of replacement notice board on Cornhill but design options are forwarded to Councillors before a final decision on style is made by the Town Clerk.

13. To consider grant application from Eco Pedicabs

Councillors considered a request from EcoCarriers for £3680.00 for upgrades to the PedalCabs.

Resolution Record No. Resolution Record No. **BSETC/337/26/Mar/25:**

RESOLVED that EcoCarriers be awarded a grant of £3680.00 for the upgrading of their PedalCabs.

14. To consider a grant for Abbeycroft Leisure to provide school holiday activities for 2025

Councillors considered a request from Abbeycroft Leisure for funding in order to provide free activities during the school holidays in 2025 for all children from the Bury St Edmunds catchment area and not only those in receipt of free school meals.

Councillors requested that these free activity sessions be advertised as early as possible in order for as many children as possible to take part.

Resolution Record No. Resolution Record No. **BSETC/338/26/Mar/25:**

RESOLVED that Abbeygate Leisure be awarded £28,427.60 to provide free holiday activities for children from the Bury St Edmunds catchment area. Abbeygate Leisure to provide invoices after each activity session detailing costs incurred and numbers of children taking part.

15. To consider a request from The Abbey of St Edmund project for a pledge of financial support

The Town Clerk summarised the Abbey of St Edmund project and its future benefits for the Town. An application for Lottery funding has been made but the project group are seeking pledges to secure the remaining funds required.

Resolution Record No. Resolution Record No. **BSETC/339/26/Mar/25:**

RESOLVED that Bury Town Council pledges £50,000 for the Abbey of St Edmund project subject to a successful Lottery bid.

16. To approve payment of invoice from the BID for Christmas activities in November and December 2025

The Town Clerk advised that the £8000 requested will enable the BID to book an ice rink for the town centre Christmas event.

Resolution Record No. **BSETC/340/26/Mar/25:**

RESOLVED that the invoice for £8000 from the BID for a town centre ice rink for the Christmas 2025 event be **APPROVED**. This amount will come from the 2024/2025 budget.

17. To receive the report and adopt the recommendations of the Planning, Licensing and Finance committee meetings of 26th February and 12th March 2025

Resolution Record No. **BSETC/341/26/Mar/25:**

RESOLVED that the minutes of the Planning, Licensing and Finance committee meetings held on 26th February and 12th March 2025 be **ADOPTED**

18. To receive report and adopt recommendations of the Staffing committee

Resolution Record No. **BSETC/342/26/Mar/25:**

RESOLVED that the minutes of the Staffing committee held on 26th February be **ADOPTED**

19. Responsible Financial Officer's report

The RFO presented the monthly financial report outlining key information extracted from the monthly budget report.

In order to cover remaining payments for year ending March 2025 and until precept is received at the end of April, £40,000 has been transferred from the CCLA Investment account to the Barclays current account. This was authorised by the Cllr Hind, Chair of the Town Council and Cllr Iannelli-Popham, Chair of the P,L&F committee as per terms agreed by Full Council in February 2024.

Resolution Record No. **BSETC/343/26/Mar/25:**

RESOLVED that the financial report be **NOTED** and the transfer of funds from the CCLA Investment account to the Barclays current account be **APPROVED**

20. To approve and sign payments list for February 2025

Resolution Record No. **BSETC/344/26/Mar/25:**

RESOLVED that the payments list for February 2025 be **APPROVED** and **SIGNED**

21. To approve and sign Barclays bank balances as of 28th February 2025

Resolution Record No. **BSETC/345/26/Mar/25:**

RESOLVED that Barclays bank balances as of 28th February 2025 be **APPROVED** and **SIGNED**

22. Date of next meeting Wednesday 23rd April 2025

23. Motion/Resolution to exclude temporarily the Public and Press:

That pursuant to the Public Bodies (Admission to Meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed concerning: Email from Deputy Chief Executive of West Suffolk Council and Staffing Committee report

Resolution Record No. **BSETC/346/26/Mar/25:**

That the public and press be excluded from the meeting for Agenda Items 23 and 24 to be discussed.

The public and press left the meeting.

The meeting ended at 9pm

Signed: Diana Hind Dated 23-04-25