

**Minutes of the Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds,
on Wednesday 22 April 2026 at 7pm**

Present: Cllrs Higgins (Town Mayor), Chung, Hind, Lindberg, McGoochan, Mager, O'Driscoll, Sayer, Stamp and Waterman.

Also present: Nicola Whittle (Responsible Financial Officer/Assistant Town Clerk), Julie Sturgeon (Allotments and Administration Officer), Bradley Smith (Town Warden), Royal British Legion Nigel Wolstenholme and the press.

1. To receive apologies for absence

Apologies for absence were received from Jodie Budd (Town Clerk), Cllrs Armitage, Augustine, Halpin, Iannelli-Popham and Mackenzie. No apologies were received from Cllr Stennett.

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 Chung, Higgins, Hind, Lindberg, O'Driscoll and Sayer 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 25th March 2026

Resolution Record No. **BSETC/484/22/April/26**

RESOLVED that the Full Council minutes from the meeting held on 25th March 2026 be agreed and signed, as an accurate record.

5. Public Forum

One member of the public attended

6. Mayor's announcements

The Mayor, Cllr Higgins advised Members that the Mayoral team had attended the following events representing the Town Council:

- Ashlar House – Cancer Support Suffolk, Launch of New Support Group – Deputy Mayor attended
- Bury St Edmunds Cathedral – A County Retirement Service
- Thurston Community College – Volunteer Police Cadets Annual Parade
- Beauty Salon – Celebrating 40 Years
- Cotton Lane Allotments – National Lottery Grant Funding

7. To note the PCSO's report

Unable to attend apologies had been received.

8. To discuss and approve a quotation for specialist health and safety, data protection services. The Town Warden will attend the meeting to discuss this matter in detail.

The Town Warden gave a presentation to members of both quotations and what was included in each package from the quotations received.

Resolution Record No. **BSETC/485/22/April/26**

RESOLVED members approved quotation 1, the expenditure of £6924.96 (excl. VAT), £288.54 (excl. VAT) per month for a 24-month contract for specialist Health and safety, data protection services.

9. To approve payment of an invoice for £30,000 from Bury St Edmunds Business Improvement District/Bury and Beyond. This is the Town Council's budgeted contribution to tourism for 2026/2027.

Resolution Record No. **BSETC/486/22/April/26**

RESOLVED to approve payment of £30,000 to Bury St Edmunds Business Improvement/Bury and Beyond towards tourism for 2026/2027.

10. To approve payments to suppliers up to £15,538, for the project at Cotton Lane Allotments Keeping tenants Cultivating. These funds have been received from the National Lottery Community grants.

Resolution Record No. **BSETC/487/22/April/26**

RESOLVED to approve payments to various suppliers up to the value of £15,538

11. To approve and adopt an updated website accessibility statement.

Resolution Record No. **BSETC/487/22/April/26**

RESOLVED that members approved and adopted the updated website accessibility statement.

12. To adopt the Standing Orders for 2026.

Resolution Record No. **BSETC/488/22/April/26**

RESOLVED to be adopted

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

13.1 25 March 2026

13.2 08 April 2026

Resolution Record No. **BSETC/489/22/April/26**

RESOLVED that the minutes of the Planning, Licensing and Finance committee meetings held on 25th March 2026 and 8th April 2026 be **ADOPTED**

14. To note Responsible Financial Officer's report

Resolution Record No. **BSETC/490/22/Apr/26**

Report noted.

17. Date of next meeting Wednesday 27 May 2026

The meeting ended at 7.34pm

Signed: _____ Dated _____