

**Minutes of the Annual Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds, on Wednesday 11 May 2022 at 7pm**

Present: Cllrs Thompson (Town Mayor), Augustine, Bouché, Chung (Deputy Town Mayor), Iannelli-Popham, Murray, Raynor, Rout, Sayer, Stamp, Waterman and Whittingham.

Also present: Greg Luton (Town Clerk), Jacqueline Howells (Temporary Assistant Town Clerk/Responsible Financial Officer), Julie Sturgeon (Allotment and Administrative Assistant), the Press, one member of public

1. Outgoing Chairman's introduction

Cllr Thompson reported on a successful and busy year in office and thanked all Councillors for their support during the year. He introduced the next items and handed over to the Clerk.

2. Election of new Chairman

Nominations were invited for the role of Chairman for the year 2022-2023.

Cllr Thompson was proposed by Cllr Stamp and seconded by Cllr Rout

Cllr Hind was proposed by Cllr Sayer and seconded by Cllr Waterman

Resolution Record No. **BSETC/1/11/May/22**

Following a vote Cllr Thompson was duly elected to the role of Chairman for the year 2022-2023.

3. Chairman's declaration of Acceptance of Office

Cllr Thompson duly signed the declaration of Acceptance of Office as Chairman of the Council.

4. Election of Vice Chairman

Nominations were invited for the role of Vice Chairman for the year 2022-2023.

Cllr Chung was proposed by Cllr Stamp and seconded by Cllr Augustine

Cllr Hind was proposed by Cllr Sayer and seconded by Cllr Waterman

Resolution Record No. **BSETC/2/11/May/22**

Following a vote Cllr Chung was duly elected to the role of Vice Chairman for the year 2022-2023.

5. Vice Chairman's declaration of Acceptance of Office

Cllr Chung duly signed the declaration of Acceptance of Office as Vice Chairman of the Council

6. To receive apologies for absence

Apologies had been received from Cllrs Higgins, Hind, Parker and Turner.

Cllr Everett was absent but no apologies had been received.

7. To receive declarations of interest and additions to registers

All District Councillors are advised to declare as follows: 'That I may vote differently at District Council level from that recorded at this meeting'. Cllrs Augustine, Chung, Rout, Stamp, Thompson and Waterman declared a local non-pecuniary interest as District Councillors.

Cllr Rayner declared a non-pecuniary interest at agenda item 22.

8. 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.

9. To confirm, adopt and sign the minutes of the 23 March 2022 meeting of the Council

Resolution Record No. **BSETC/3/11/May/22:**

That the minutes of the meeting of 27 April 2022 be confirmed, adopted and signed.

10. Public Forum

No issues were raised by members of public

11. To note the Clerk's report

Noted.

The Clerk requested that councillors' apologies for absence for all council meetings be sent to the Town Clerk in advance of the meeting. He pointed out that Councillors' 'Register of Interest' forms were circulated at the meeting for councillors to submit any amendments, so records could be updated. He reported briefly on PSCO work and the forthcoming Community awards.

12. To receive the reports and adopt the recommendations of the Planning, Finance and Licensing Committee meeting of 27 April 22

Resolution Record No. **BSETC/4/11/May/22**

That the minutes of the Planning, Finance and Licensing committee meeting of 27 April, be **APPROVED**.

13. To appoint Members to the Planning, Finance and Licensing Committee

Resolution Record No. **BSETC/5/11/May/22**

That the following members be appointed to the Planning, Finance and Licensing Committee:

Cllrs Iannelli-Popham, Hind, Murray, Rout, Sayer, Whittingham plus Cllr Thompson, Chairman of the Council (ex officio with full voting rights) and Cllr Chung, Vice Chairman of the Council (ex officio with full voting rights).

13.1 To appoint a Chairman and Vice Chairman

Resolution Record No. **BSETC/6/11/May/22**

Following a vote, Cllr Iannelli-Popham was duly elected Chair of the Planning, Finance and Licensing Committee.

Following a vote, Cllr Whittingham was duly elected as Vice Chairman of the Planning, Finance and Licensing Committee.

14. To appoint Members to the Staffing and Employment Committee

Resolution Record No. **BSETC/7/11/May/22**

That the following members be appointed to the Staffing and Employment Committee:

Cllrs Hind, Higgins, Raynor, Stamp plus Cllr Thompson, Chairman of the Council (ex officio with full voting rights) and Cllr Chung, Vice Chairman of the Council (ex officio with full voting rights).

14.1 To appoint a Chairman and Vice Chairman

Resolution Record No. **BSETC/8/11/May/22**

Following a vote Cllr Stamp was duly elected as Chairman of the Staffing and Employment Committee

Following a vote Cllr Hind was duly elected as Vice Chairman of the Staffing and Employment Committee.

15. To appoint Member to carry out the Financial Overview of the Council

Resolution Record No. **BSETC/9/11/May/22**

Following a vote Cllr Rout was appointed to carry out the Financial Overview of the Council on a quarterly basis.

16. To appoint members to carry out banking payments

Resolution Record No. **BSETC/10/11/May/22**

That the following Councillors be appointed to carry out and authorise banking payments:
Cllrs Chung, Hind, Murray, Rayner and Stamp.

17. To review the Scheme of Delegation

Resolution Record No. **BSETC/11/11/May/22**

That the Scheme of Delegation be **ADOPTED**

18. To receive reports from Councillors representing BSETC on external bodies

18.1 The Clerk reported on the historic background of the Guildhall Feoffment Trust. Cllr Murray informed Members that he had enjoyed his first few months representing the Town Council at meetings of the Feoffment Trust and would be willing to continue in the role.

18.2 Cllr Whittingham reported on the great work of the many volunteers for Bury in Bloom in improving floral displays and general appearance of the Town. The volunteers are to be commended on their hard work and commitment.

19. To appoint representatives to the Bury in Bloom committee

Resolution Record No. **BSETC/12/11/May/22**

Following a vote Cllrs Sayer and Whittingham were appointed to represent BSETC on the Bury in Bloom committee.

20. To appoint the Town Council's nominated representatives to the Guildhall Feoffment Trust

Resolution Record No. **BSETC/13/11/May/22**

Following a vote Cllrs Chung and Murray were appointed by BSETC to the Guildhall Feoffment Trust for the required 4-year term of office. In this role they would be made Feoffees of the Guildhall Feoffment.

21. To consider the establishment of a Grants Policy Review Committee

The Town Clerk will put forward proposals for Grants Policy Review to be discussed at the next Full Council meeting. Councillors are requested to forward any suggestions or comments to the Town Clerk by 23 May.

22. To note the forthcoming visit on 6 June of the Women's Tour of Britain 2022 and possible Town Council involvement

Cllr Raynor reported on arrangements so far, for the visit of the Women's Tour of Britain cycle race visiting Bury St Edmunds on 6 June. Abbeycroft Leisure are the main organisers for the visit to the Town but are encouraging other local organisations to take part. Schools and residents are also being encouraged to attend the event.

Councillors are requested to promote the event in their wards. The Town Council will promote the event on its website and notice board.

23. To note the developments on Pavements and Public Spaces

The Town Clerk reported that the actual repair work on the ground for pavements and public spaces is executed by Suffolk County Council, and although the Town Council has a budget for repairs, getting SCC to progress has been difficult and the staff cannot get movement forward unilaterally. Cllr Rout suggested, in his capacity as Vice Chairman of SCC, he would try to get movement at the SCC end.

24. To consider the annual Jankyn Smyth event

The Town Clerk reported that all councillors are invited by the Feoffees of the Guildhall Feoffment to attend the Annual Commemoration of Jankyn Smyth, founder of the organisation. The event will take place on 23 June at 11am in St Mary's Church, Bury St Edmunds.

25. To consider and adopt the Council meetings schedule 2022/2023

Resolution Record No. **BSETC/14/11/May/22**

That the meetings schedule shown at minute page xxxx be **ADOPTED**

Date of next meeting: **Wednesday 29 June 2022 at 7pm**

The meeting ended at 8pm.

Signed: _____ Dated _____