

**Minutes of the Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds, on Wednesday 27 July 2022 at 7pm**

Present: Cllrs Thompson (Town Mayor), Augustine, Chung (Deputy Town Mayor), Higgins, Hind, Murray, Parker, Raynor, Rout, Sayer, Stamp and Whittingham.

Also present: Greg Luton (Town Clerk), Jacqueline Howells (Temporary Assistant Town Clerk/Responsible Financial Officer), PCSOs Mark Ellis and Jo Whiting, representatives from Our Bury St Edmunds and Bury and Beyond, plus four members of the public.

1. To receive apologies for absence

Apologies had been received from Cllrs Bouché, Everitt, Iannelli-Popham and Waterman. Cllr Turner was absent, but no apologies were received.

2. To receive declarations of interest and additions to registers

All District Councillors declared: 'That I may vote differently at District Council level from that recorded at this meeting'. Cllrs Augustine, Chung, Hind, Rout, Stamp and Thompson 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 of the 29 June 2022 meeting of the Council

Resolution Record No. **BSETC/23/27/Jul/22:**

Cllr Hind requested amendments to minute items 2 and 17.

That subject to the amendments to agenda items 2 and 17 the minutes of the meeting of 29 June 2022 be agreed and signed, as an accurate record.

5. Public Forum

Libby Ranzetta, EcoCarriers BSE Director, attended the meeting to speak as a member of the public on a grant funding application for a new school 'Bike Train' project. The application was discussed at agenda item 9.

6. To note the Clerk's report

Noted. The Clerk reported a number of issues, including the high levels of activity at the allotments, the work of the PSCOs, the spend on grants and locality awards and the work of the town centre master plan group. A number of other topics were discussed later in the meeting.

7. To note the Responsible Financial Officer's report

Noted. The RFO advised that Councillors' up to date locality budgets had been confirmed and the remaining budget from 2021/2022 will be transferred to this financial year as previously resolved by Full Council. These figures had been confirmed with councillors.

8. To note the PCSO's verbal report

PCSOs Mark Ellis and Jo Whiting attended and advised that crime rates in the area had been comparable with the same time period in previous years.

Shop theft is slightly up but this could be due to more thefts being reported. All retail premises are encouraged to report incidents of theft or anti-social behaviour.

9. To consider a grant funding request from EcoCarriers BSE.

Councillors discussed a funding application from EcoCarriers BSE for a school 'bike train' project. Councillors were in favour of this initiative to encourage a green and safe method of getting children to local schools.

Resolution Record No. **BSETC/24/27/Jul/22:**

RESOLVED that EcoCarriers BSE be awarded a grant of £11,150 for the 'bike train' project.

10. To consider a funding application from Abbeycroft Leisure to support access to summer physical activities.

Cllr Rayner outlined details of a funding application from Abbeycroft Leisure which would enable local Bury residents to access facilities at the Leisure Centre free of charge on specific weekends throughout the school holidays.

The amount requested was up to £20K. Accurate records of residents taking advantage of the free sessions will be submitted to the Town Council so an accurate figure could be paid. The figures will be based on the normal fee payable for each session.

Resolution Record No. **BSETC/25/27/Jul/22:**

RESOLVED that Abbeycroft Leisure be awarded up to £20k to cover free activity sessions during specific weekends in the summer holidays.

11. To consider a revised recommendation for the new Westgate Town Council ward.

Councillors considered a revised proposal which will result in the new Westgate ward having two councillors, as opposed to the originally proposed three councillors. This will result in the overall number of Bury St Edmunds Town Councillors being reduced to 16.

Resolution Record No. **BSETC/26/27/Jul/22:**

RESOLVED that the number of Town Councillors for the new Westgate ward be two, resulting in a total of sixteen Town Councillors on Bury St Edmunds Town Council.

12. To consider the Town Council comments on the West Suffolk Local Plan

The Town Clerk had circulated proposed comments earlier in the week to be agreed by Councillors which will be submitted to West Suffolk on 28 July.

Resolution Record No. **BSETC/27/27/Jul/22:**

RESOLVED that following the removal of one paragraph which was not needed, the comments be submitted to West Suffolk Council on behalf of Bury St Edmunds Town Council.

13. To consider and agree any changes required to the existing grants policy.

The Clerk advised that he had received some proposals from a small number of councillors regarding the existing grants policy.

Resolution Record No. **BSETC/28/27/Jul/22:**

RESOLVED that any further proposals for changes to the current grant policy be submitted to the Town Clerk by 1 September. Changes will be integrated into the existing grant policy to be discussed and approved by Full Council.

14. To receive the reports and recommendations of the Planning, Licensing and Finance Committee meetings:

04 May 2022

11 May 2022

25 May 2022

15 June 2022

29 June 2022

Resolution Record No. **BSETC/29/27/Jul/22:**

RESOLVED that the minutes of the Planning, Licensing and Finance meetings as listed above be **ADOPTED**

15. To receive report and adopt the recommendations of the Staffing and Employment committee meeting of 13 July 2022.

Resolution Record No. **BSETC/30/27/Jul/22:**

RESOLVED that the minutes of the Staffing and Employment committee of 13 July 2022 be **ADOPTED**

16. To approve the payments list for June 2022.

Resolution Record No. **BSETC/31/27/Jul/22:**

RESOLVED that the payments list for June 2022 be **APPROVED**

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

Resolution Record No. **BSETC/32/27/Jul/22:**

RESOLVED that members of the public be temporarily excluded from the meeting in order that Agenda item 18 to be discussed.

Members of staff and public left the meeting.

18. To receive and approve recommendations regarding staffing, employment and related reorganisation matters, discussed at the Staffing and Employment committee on 27 July 2022

The Clerk presented a 'staff-in-confidence' paper to Full Council about the reorganisation of the Town Council staff structure; it had earlier been considered by the Staffing and Employment Committee who approved the paper. The plans allowed for a hybrid working, core opening hours and new and changed job descriptions.

Resolution Record No: **BSETC/33/27/Jul/22**

RESOLVED that the staff-in-confidence paper be approved and that the Clerk implement the reorganisation to the timetable agreed.

19. Date of next meeting

Date of next meeting: **Wednesday 28 September 2022.**

The meeting ended at 8.30pm.

Signed: _____ Dated _____