

**Minutes of the Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds, on Wednesday 29 June 2022 at 7pm**

Present: Cllrs Thompson (Town Mayor), Augustine, Chung (Deputy Town Mayor), Higgins, Hind, Iannelli-Popham, Murray, Raynor, Sayer, and Stamp.

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, Rout, Waterman and Whittingham. Cllrs Turner and Parker 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, Stamp, Thompson and Waterman declared a local non-pecuniary interest as District Councillors. Cllr Hind declared that she is a member of the Town Twinning group.

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 11 May 2022 meeting of the Council

Resolution Record No. **BSETC/15/29/Jun/22:**

That the minutes of the meeting of 11 May 2022 be agreed and signed, as an accurate record.

5. Public Forum

Representatives from 'Our Bury St Edmunds' and 'Bury and Beyond' spoke about the many successful projects and events that had been organised in recent months and their plans for the future. They thanked the Council for its support.

6. To note the Clerk's report

Noted. The Clerk reported on the issues of maintenance of the Speed Indicator Devices (SID) which are being addressed. He updated on allotments work and the successful internal audit. Progress on spending on pavements and public spaces projects was being looked at, with Cllr Rout discussing issues with the SCC Highways team.

7. To note the Responsible Financial Officer's report

Noted. The Council remains in a strong financial position, confirmed in the recent audit.

8. To note the PCSO's verbal report

PCSO's Mark Ellis and Jo Whiting attended and advised that Suffolk Police hand-held speed devices can be used if there are any streets of particular concern regarding speeding vehicles. Crime figures for May 2022 were average, with nothing contentious to report. Incidents of fires being started in the Spring Lane areas were noted and will be monitored by the PCSOs.

9. To receive and approve the Internal Audit report.

Resolution Record No. **BSETC/16/29/Jun/22:**

That the Internal Audit report for 2021/2022, be **APPROVED**

The Clerk commented on how well the audit process went, bearing in mind the temp RFO had not completed a Council audit before.

10. To approve and sign the Annual Governance Statement for 2021/2022.

Resolution Record No. **BSETC/17/29/Jun/22:**

That the Annual Governance Statement for 2021/2022, be **APPROVED**

The Annual Governance Statement for 2021/2022 were signed by the Mayor and the Town Clerk.

11. To consider, approve and sign the Accounting Statements for 2021/2022.

Resolution Record No. **BSETC/18/29/Jun/22:**

That the Accounting Statements for 2021/2022 be **APPROVED**.

The Accounting Statements for 2021/2022 were signed by the Mayor.

12. To note the dates for the period of Exercise of Public Rights

Resolution Record No. **BSETC/19/29/Jun/22:**

That the dates for the Period of Exercise of Public Rights be noted and **APPROVED**.

13. To adopt the new model Code of Conduct

The Clerk advised on the new model Code of Conduct, revised by West Suffolk District Council. Online refresher training is available for Councillors.

Resolution Record No. **BSETC/20/29/Jun/22:**

That the new model Code of Conduct be **ADOPTED**.

14. To receive an update on the West Suffolk Local Plan

Councillors were encouraged to study the proposed West Suffolk Local Plan to agree a joint response to be submitted on behalf of Bury St Edmunds Town Council. This matter was becoming urgent.

15. To consider the Community Governance Review 2021/2022 – Lark Grange housing development and Out Westgate and Westgate Town Wards

Councillors agreed the proposed boundary changes but asked for confirmation on number of Town Councillors for the proposed Westgate Ward. The Town Clerk said he would confirm the number of councillors to be elected for the new Westgate Ward.

16. To consider the Clerk's paper on grants policy review.

Councillors were requested to consider anything they wanted to see changed in the current grants policy and make any suggestions to the Town Clerk, to be received by him by 14 July for the Full Council meeting on 27 July.

17. To consider Town Council Twinning, views for the future

Cllr Thompson raised the issue of twinning and Cllr Hind told of the 'Friends of Compiègne' who visited Bury St Edmunds during the Jubilee weekend on an exchange visit and a new charter, previously signed by the District Council, due to be re-signed in 2023.

Councillors agreed that the Chairs of both Kevelaer and Compiègne twinning groups in Bury St Edmunds should be invited to attend the September Full Council meeting to discuss support for the Twinning groups.

18. To receive and adopt recommendations of the Planning, Licensing and Finance committee meetings

Resolution Record No: **BSETC/21/29/Jun/22**

That the minutes of the Planning, Licensing and Finance committee meetings on 04 May, 11 May and 25 May 22 be **ADOPTED**

19. To approve the payments list for May 2022

That the payments list for May 2022 be **APPROVED**

20. Motion/resolution to exclude temporarily the public and press

Resolution Record No: **BSETC/22/29/Jun/22**

That the public and press be excluded from the meeting in order for Agenda Item 21 to be discussed.

The RFO, together with members of the public left the meeting.

21. To approve staff employment hours of work, and issues relating to Clerk's confidential briefing

Resolution Record No: **BSETC/22/29/Jun/22**

That new staff hours of work be **APPROVED**

22. Date of next meeting

Date of next meeting: **Wednesday 27 July 2022.**

The meeting ended at 8.30pm.

Signed: _____ Dated _____