

**Minutes of the Meeting of Bury St Edmunds Town Council,
held at the Guildhall, Bury St Edmunds, on Wednesday 26 October 2022 at 7pm**

Present: Cllrs Chung, Chair (Deputy Town Mayor), Augustine, Bouché, Higgins, Hind, Iannelli-Popham, Murray, Parker, 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), PCSO Jo Whiting, Martyn Taylor, Bury Society plus three members of the public and the Press.

1. To receive apologies for absence

Apologies had been received from Cllrs Everitt, Raynor and Thompson.
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 or County Council level from that recorded at this meeting'*. Cllrs Augustine, Chung, Hind, Rout, 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 of the 28 September 2022 meeting of the Council

Resolution Record No. **BSETC/46/26/Oct/22:**

That the minutes of the meeting of 28 September 2022 be agreed and signed, as an accurate record.

5. Public Forum

A member of the Bury Society spoke about the activities of the Bury Society and the grant request for funding towards the new 'Bury Society 50 years' booklet.

6. To note the PCSO's verbal report

PCSO Jo Whiting confirmed that the local crime statistics were slightly down last month with no other specific issues to report. Drug dealing was discussed and PCSO Whiting reiterated that any specific concerns should be reported to the Town Clerk for forwarding to the PCSOs. Police should be contacted immediately if it was a current issue. PCSO Whiting was thanked for attending the meeting.

7. To note the Clerk's report

The Clerk reported that the PPS work on Whiting Street was soon to be underway and that any queries or complaints should be directed straight to Highways, to reduce 'turnaround time'. The submission of a recent FOI request had been time consuming. A specialist firm, used to place SIDs was under consideration.

8. To note the Responsible Financial Officer's report

The RFO presented the financial report which was noted. No areas of concern were identified.

9. To consider reallocation of funds from general reserves to support the grant funding budget

The Town Clerk advised that the Town Council has received a large number of grant funding requests in recent months. This high uptake would make it necessary to move funds from the General Reserve into the Grant Funding budget. The Town Council has very healthy reserves, so this was not problematical in this period of particular austerity and economic hardship.

Resolution Record No. **BSETC/47/26/Oct/22:**

RESOLVED that £75,000 be transferred from General Reserves to the grant funding budget line 4353.

10. To consider grant application from the Bury St Edmunds Society for £1000 for a contribution towards the publishing of a 'Bury Society 50 years' booklet

The grant application from the Bury St Edmunds Society met with general approval and Councillors congratulated the Society on the work they do in the Town.

Resolution Record No. **BSETC/48/26/Oct/22:**

RESOLVED that under the Power of the Local Government Act 1972, s144, Bury St Edmunds Society be awarded a grant of £1,000 towards the publishing of a 'Bury Society 50 Years' booklet.

11. To consider the renewal of the PCSO's contract before it lapses in December 2022

The Town Clerk explained that the current PCSO contracts finish in December 2022. To bring the contract in line with other councils, Suffolk Constabulary have requested that the current contract be extended on the same terms until 31 March 2023, so that subsequent contracts can run from 1 April until 31 March.

Resolution Record No. **BSETC/49/26/Oct/22:**

RESOLVED that the current PCSO contract with Suffolk Constabulary be extended on the same terms until 31 March 2023.

12. To consider a request for funding of £15,000 for Christmas events in Bury 2022

Cllr Hind said she was very disappointed that she had not been consulted on the grant application before it had been submitted. Councillors agreed to grant up to £13,000, on the proviso that invoices for the activities were seen in full. Should the invoiced amount be lower than the requested amount, the remaining funds are to be returned to the Town Council. The Town Clerk was also requested to write to the 'Christmas in Bury Partnership' to object to the lack of communication during the submission of the grant funding application.

Resolution Record No. **BSETC/50/26/Oct/22:**

RESOLVED that under the Power of the Local Government Act 1972, s145, Our Bury St Edmunds Business Improvement District be awarded £13,000 for Christmas activities, on the proviso that invoices for the activities were seen in full.

13. To note the forthcoming Armistice Service and call for volunteer wreath-layers on Friday 11 November on Angel Hill

The Town Clerk told Councillors about arrangements for the annual Armistice Service on Angel Hill on Friday 11 November. Councillors were requested to inform the Town Clerk by 28 October if they wished to be considered to lay a wreath at the service.

14. To consider Town Council policies: Sickness Absence, Grievance Procedure, Investment Strategy and Lone Worker

Councillors discussed the above policies and were requested by the Town Clerk to submit any suggestions for amendments if required, by 1 November.

Resolution Record No. **BSETC/51/26/Oct/22:**

RESOLVED that subject to no further amendments being submitted to the Town Clerk by Councillors, the Sickness Absence, Grievance Procedure, Investment Strategy and Lone Worker policies be **ADOPTED**

15. To receive the report and adopt the recommendations of the Planning, Licensing and Finance committee meetings of:

15.1 28 September 2022

15.2 12 October 2022

Resolution Record No. **BSETC/52/26/Oct/22:**

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

16. To approve the payments list for September 2022.

Resolution Record No. **BSETC/53/26/Oct/22:**

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

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

Resolution Record No: **BSETC/54/26/Oct/22**

That the public and press be excluded from the meeting for Agenda Item 18 to be discussed.

18. To consider allotments quotations for works, and related matters

Councillors considered the three quotations received to remove and replace damaged metal gates and posts at Cotton Lane allotments.

Resolution Record No: **BSETC/55/26/Oct/22**

RESOLVED that the quotation received from ATC Trees and Landscapes be accepted at a total cost of £6559.00 + VAT.

Councillors also discussed matters related to the management of the allotments.

19. Date of next meeting

Date of next meeting: **Wednesday 23 November 2022.**

The meeting ended at 8.40pm.

Signed: _____ Dated _____