

**Minutes of the Meeting of Bury St Edmunds Town Council,  
held at the Guildhall, Bury St Edmunds,  
on Wednesday 27 September 2023 at 7pm**

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

**Also present:** Jacqueline Howells (Responsible Financial Officer/Assistant Town Clerk), Julie Sturgeon (Allotment and Administrative Officer), PCSO Mark Ellis, members of the Cotton Lane Allotment Society, representatives from Abbey Rotary, the Heritage Partnership, a former Town Councillor, and one member of public.

**1. To receive apologies for absence**

Apologies were received from Cllrs Augustine and Mackenzie.

**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. Armitage, Chung, Higgins, Hind, Lindberg, Mager, O'Driscoll, Sayer, Stamp, Stennett 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 27 July 2023 meeting of the Council**

Resolution Record No. **BSETC/129/27/Sept/23:**

**RESOLVED that** the Minutes of the meeting of 27 July 2023 be agreed and signed, as an accurate record.

**5. Public Forum**

The Abbey Rotary group informed Councillors about plans for the St Edmunds Day dinner and a member of the Heritage Partnership spoke about their grant application. Representatives from the Cotton Lane Allotments Society spoke on a variety of issues.

**6. Town Clerk's report**

The RFO and Assistant Town Clerk gave an update on ongoing projects, including allotments activity, security, and the placement of grit bins. The ongoing Town Clerk recruitment process was alluded to.

**7. Responsible Financial Officer's report**

The RFO presented the monthly financial report outlining key information extracted from the monthly budget report. No issues for concern were identified.

**8. To note the PCSO's verbal report**

PCSO Mark Ellis advised that there was nothing major to report on the August crime figures.

**9. To consider grant funding application from the Rotary Club of Bury St Edmunds**

Resolution Record No. **BSETC/130/27/Sept/23:**

**That Councillors having considered a grant application for the Rotary Club for the St Edmunds Dinner; the grant was NOT AWARDED.**

**10. To consider grant funding application from the Abbey of St Edmund Heritage Partnership**

Resolution Record No. **BSETC/131/27/Sept/23:**

**Having considered a grant funding application from the Abbey of St Edmund Heritage Partnership, for leaflets, the Council supported the project and a grant was AWARDED.**

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

11.1 26 July 2023

11.2 16 August 2023

11.3 30 August 2023

11.4 13 September 2023

Resolution Record No. **BSETC/132/27/Sept/23:**

**RESOLVED that the minutes of the Planning, Licensing and Finance meetings of 26 July, 16 August, 30 August and 13 September 2023 be ADOPTED and signed.**

**12. To approve the payments list for July and August 2023**

Resolution Record No. **BSETC/133/27/Sept/23:**

**RESOLVED that the payments list for July and August 2023 be APPROVED.**

**13. To approve and sign Barclays bank balances as at 31 July and 31 August 23**

Resolution Record No. **BSETC/134/27/Sept/23:**

**RESOLVED that Barclays bank balances as at 31 July and 31 August 2023 be APPROVED.**

**14. To discuss Investment Strategy and the Public Sector Deposit Fund**

Resolution Record No. **BSETC/135/27/Sept/23:**

**RESOLVED that the Investment Organisation would be asked to join a meeting in the future to answer any questions.**

**15. To receive and note the External Auditor's Report and certificate 2022/23**

Resolution Record No. **BSETC/136/27/Sept/23:**

**RECEIVED AND NOTED the External Auditors report for 2022/2023**

16. Date of next meeting: **Wednesday 29th November 2023**

The meeting ended at 8.30pm.

Signed: \_\_\_\_\_ Dated \_\_\_\_\_