

**MINUTES OF THE MEETING OF BURY ST EDMUNDS TOWN COUNCIL  
HELD ON WEDNESDAY 26 OCTOBER 2011  
AT 7:00 PM AT THE TOWN COUNCIL OFFICES,  
7 ANGEL HILL, BURY ST EDMUNDS**

**PRESENT:** Cllrs Nettleton (Vice Chairman in the Chair), Chung, Farmer, Hartley, C Hind, K Hind, Ridgeway, Rout, Simner, Springett, Turner and Warby.

**ALSO PRESENT:** Julia Dyball (Town Clerk), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), 1 reporter from the Bury Free Press.

**1. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS THEREFORE**

Apologies were received and reasons accepted from Cllrs Cockle (unwell), Cornish (visiting universities with his son), Moffat (business commitments) and Oliver (holiday). Cllr Taylor was absent.

**2. TO RECEIVE DECLARATIONS OF INTEREST + ADDITIONS TO REGISTERS**

All Borough Councillors when sitting at Town Council level (and vice versa) are advised to declare as follows: "that I may vote differently at Borough Council (*substitute Town Council as and when required*) level from that recorded at this meeting because of the possibility of further information being made available to me at that other tier of local government".

**3. TO CONFIRM, ADOPT AND SIGN THE MINUTES: MEETING 28 SEPTEMBER 2011**

Resolution Record No. BSETC/155/26/Oct/11

That the Minutes of the Meeting of Bury St Edmunds Full Town Council of 28 September 2011 be agreed and signed as a true record.

**4. PUBLIC FORUM**

No members of the public were present.

**5. TO RECEIVE THE CHAIRMAN'S REPORT ON ENGAGEMENTS ATTENDED**

None received.

**6. TO APPROVE MONTH 7: OCTOBER 2011 FINAL PAYMENTS LIST**

Resolution Record No. BSETC/156/26/Oct/11

That the Month 7: October 2011 final payments list as circulated be approved.

**7. TO RECEIVE THE REPORT AND ADOPT THE RECOMMENDATIONS OF THE FINANCE, POLICY AND RESOURCES COMMITTEE MEETING OF 12 OCTOBER 2011**

The committee Chairman moved the adoption of all recommendations, except number 007 relating to the Grant Aid policy and application form, which were seconded and carried.

Resolution Record No. BSETC/157/26/Oct/11

That the minutes of the Finance, Policy & Resources Committee Meeting of 14 September 2011 be approved and signed as a true record.

Resolution Record No. BSETC/158/26/Oct/11

That the End of Month 6: September 2011: Bank Reconciliations, Budget Line Item Expenditure, Final Payments List and Cash Book Reports be adopted and signed.

Resolution Record No. BSETC/159/26/Oct/11

That the report of the budget line items indicating significant under/over spend be approved.

Resolution Record No. BSETC/160/26/Oct/11

That the Month 07: October 2011 payments list, as tabled, be approved.

**Resolution Record No. BSETC/161/26/Oct/11**

That the petty cash record book to date be approved and initialled.

**Resolution Record No. BSETC/162/26/Oct/11**

That Bury St Edmunds Town Council agrees in principle to grant funds to the Bury Society in respect of the creation of a blue plaque trail in Bury St Edmunds but requires confirmation as to the exact amount of funding sought.

**Resolution Record No. BSETC/163/26/Oct/11**

That all the awards given under the adopted Grant Aid policy be presented at the St Edmund's Day Awards celebration.

**Resolution Record No. BSETC/164/26/Oct/11**

That a "No Dog Walking" sign be affixed to each of the access gates at the Cotton Lane Allotment site.

**Resolution Record No. BSETC/165/26/Oct/11**

That Bury St Edmunds Town Council writes to the Environment Agency in the strongest possible terms to (1) ask them to clear the weeds out of the River Linnet and (2) pump water into the River Lark to facilitate the removal of the Eastgate Street weir.

**Resolution Record No. BSETC/166/26/Oct/11**

That Bury St Edmunds Town Council liaises with the Cotton Lane Allotment Holders' Association re possible options for the 'wildlife' area at the Cotton Lane Allotments site.

The adoption of recommendation number 007 of this report was moved, seconded and carried.

**Resolution Record No. BSETC/167/26/Oct/11**

That the Grant Aid policy and application form, as circulated, be adopted.

**Resolution Record No. BSETC/168/26/Oct/11**

That the Minutes of the Finance, Policy & Resources Committee Meeting of 12 October 2011 be received and the recommendations therein as amended be adopted.

**8. TO RECEIVE THE REPORT AND ADOPT THE RECOMMENDATIONS OF THE PLANNING AND LICENSING COMMITTEE MEETINGS**

The committee Chairman moved the acceptance of the minutes en bloc.

8.1 28 September 2011

No recommendations made.

8.2 12 October 2011

No recommendations made.

**Resolution Record No. BSETC/169/26/Oct/11**

That the Minutes of the Planning and Licensing Committee Meetings of 28 September 2011 and 12 October 2011 be received and accepted.

**9. TO RECEIVE THE REPORT AND ADOPT THE RECOMMENDATIONS (IF ANY) OF THE ST EDMUND'S DAY COMMITTEE [DELEGATED POWERS]**

In the absence of the Committee Chairman and Vice Chairman Cllr Chung moved the acceptance of the minutes.

**Resolution Record No. BSETC/170/26/Oct/11**

That the Minutes of the St Edmund's Day Committee meeting of 19 October 2011 be received and accepted.

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**10. TO ENCOURAGE COUNCILLORS ATTENDANCE AT THE ST EDMUND'S DAY AWARDS AND ALLOTMENTS AWARDS PRESENTATION EVENING ON TUESDAY 15 NOVEMBER 2011 FROM 5PM TO 7PM**

Noted.

**11. TO NOTE COMPLIANCE WITH REGULATIONS TO DISPLAY THE NOTICE OF CONCLUSION OF AUDIT (ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011)**

Noted.

**12. TOWN CLERK'S REPORT**

The Clerk's report covering the Olympic torch route/Local events 07 July 2012, Rwandan Olympic and Paralympic teams in Bury St Edmunds and the Queen's Diamond Jubilee events 02-05 June 2012 had been circulated for information. Further information would be given in the private part of the meeting.

**13. MOTION/RESOLUTION TO EXCLUDE TEMPORARILY THE PUBLIC AND PRESS**

It was resolved to exclude temporarily the public and press for the remaining items due to the confidential nature of the business to be discussed concerning: *staffing and employment matters*.

**12. TOWN CLERK'S REPORT**

The Clerk gave further information about the Olympic torch route.

Meeting adjourned for five minutes and reconvened at 7.22pm. The Assistant Town Clerk/Responsible Financial Officer left the meeting.

**14. TO FURTHER CONSIDER THE RECOMMENDATIONS OF THE REVIEW CONDUCTED BY CLLRS CORNISH, ROUT AND RIDGEWAY ON WHAT HAD TAKEN PLACE REGARDING THE STAFF PROBLEM AND TO CONSIDER HOW TO IMPROVE LINE MANAGEMENT**

Resolution Record No. BSETC/171/26/Oct/11

That the final recommendations of the Staffing Review Group be adopted.

Resolution Record No. BSETC/172/26/Oct/11

That a vote of thanks be given for the work of the Staffing Review Group.

**15. DATE OF NEXT MEETING**

Date of next meeting: **Wednesday 30 November 2011 at 7pm.**

The meeting closed at 7.30 pm.

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

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