

**MINUTES OF THE MEETING OF BURY ST EDMUNDS
TOWN COUNCIL HELD ON WEDNESDAY 26 FEBRUARY 2014
AT 7:00 PM AT THE TOWN COUNCIL OFFICES,
7 ANGEL HILL, BURY ST EDMUNDS**

PRESENT: Cllrs Oliver (Chairman), F Warby (Vice Chairman), Chung, Cornish, C Hind, K Hind, O'Driscoll and Ridgeway.

ALSO PRESENT: Julia Dyball (Clerk to the Council), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), 1 member of the Public.

1. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS THEREFORE

Apologies were received from Cllrs Cockle (hospital treatment), Everitt (holiday), Farmer (University course), Hartley (work commitments), Springett (work commitments) and Mrs Warby (unable to hear properly). Cllrs Simner, Thompson and Turner were 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". Cllrs Chung, Oliver and F Warby and declared a local non-pecuniary interest as Borough Councillors.

3. TO CONSIDER ANY WRITTEN APPLICATION BY A MEMBER FOR A DISPENSATION RELIEVING THE MEMBER FROM EITHER OR BOTH OF THE RESTRICTIONS IN SECTION 31(4) OF THE LOCALISM ACT 2011 IN CASES DESCRIBED IN THE DISPENSATION AND SPECIFY THE PERIOD FOR WHICH ANY DISPENSATION SO GRANTED HAS EFFECT

None.

4. TO CONFIRM, ADOPT AND SIGN THE MINUTES: 29 JANUARY 2014 MEETING OF THE TOWN COUNCIL

Resolution Record No. **BSETC/179/26/Feb/14:**

That the Minutes of the Bury St Edmunds Full Town Council Meeting of Wednesday 29 January 2014 be agreed and signed as a true record.

Standing Orders were suspended and were re-instated at the conclusion of Public Forum.

5. TO RECEIVE A PRESENTATION BY A PCSO FROM THE BURY CENTRAL SAFER NEIGHBOURHOOD TEAM REGARDING THEIR TOWN PUB WATCH SCHEME

Deferred.

6. PUBLIC FORUM

A resident asked about Council's opposition to the proposed Waste Transfer site at Rougham Hill and various aspects of the plans for the re-construction of Cupola House.

7. TO RECEIVE AND ADOPT THE RECOMMENDATIONS OF THE FINANCE POLICY AND RESOURCES COMMITTEE MEETING OF 12 FEBRUARY 2014

The Committee Chairman moved the adoption of this report and the recommendations therein.

Resolution Record No. BSETC/180/26/Feb/14:

That the minutes of the Finance, Policy & Resources Committee Meeting of 15 January 2014 be approved and signed as a true record.

Resolution Record No. BSETC/181/26/Feb/14:

That the month 10: January 2014 bank reconciliations, budget line item expenditure, final payments list and cash book reports be adopted and signed.

Resolution Record No. BSETC/182/26/Feb/14:

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

Resolution Record No. BSETC/183/26/Feb/14:

That the month 11: February 2014 payments list be approved.

Resolution Record No. BSETC/184/26/Feb/14:

That the Petty Cash record book to date be approved and initialled.

Resolution Record No. BSETC/185/26/Feb/14:

That following review, no weakness or areas for improvement were identified and the Independent Internal Audit for the year ended 31 March 2013 was considered to be effective.

Resolution Record No. BSETC/186/26/Feb/14:

That the Internal Audit plan for the year ending 31 March 2014 be approved and adopted.

Resolution Record No. BSETC/187/26/Feb/14:

That the terms of engagement for the Internal Auditor for the year ending 31 March 2014 be approved and adopted.

Resolution Record No. BSETC/188/26/Feb/14:

That Heelis & Lodge be appointed to provide the Independent Internal Audit for the year ending 31 March 2014.

Resolution Record No. BSETC/189/26/Feb/14:

That following review, all of the systems of internal control currently in place were considered to be effective and should continue in their present format.

Resolution Record No. BSETC/190/26/Feb/14:

That Barclays Bank plc be approached with regard to the extension of free business banking for a further 12 months.

Resolution Record No. BSETC/191/26/Feb/14:

That the updated asset register be approved and adopted.

Resolution Record No. BSETC/192/26/Feb/14:

That the Council General Risk Assessment Parts 1 & 2 for 2013-2014 be approved and adopted.

Resolution Record No. BSETC/193/26/Feb/14:

That the charge for allotments, except Cotton Lane E plots, including water for the year 01 April 2014 to 31 March 2015 remains at £7.55 per sq. rod (25m²).

Resolution Record No. BSETC/194/26/Feb/14:

That the invoicing arrangements for allotment rents, as circulated, be approved and adopted.

Resolution Record No. BSETC/195/26/Feb/14:

That the Bury St Edmunds Memorial Garden Fund be awarded grant funding of £250 towards the creation of a garden area within the Abbey Gardens which will be a fitting venue for the annual Holocaust Memorial Day Service [Local Government Act 1972 s.137].

Resolution Record No. BSETC/196/26/Feb/14:

That the quote from Collins Skip Hire for the provision of skips to the Cotton Lane, Nowton Road & Sicklesmere Road allotment sites in the sum of £1,125 plus VAT [Local Government Act 1972 s111] be approved.

Resolution Record No. BSETC/197/26/Feb/14:

That a combination padlock and chain for the gate at the Nowton Road 'A' allotment site up to the value of £30 be purchased [Local Government Act 1972 s111].

Resolution Record No. BSETC/198/26/Feb/14:

That the purchase of materials for tenants to erect a notice board at the entrance to the Nowton Road 'A' allotment site up to the value of £47 be approved [Local Government Act 1972 s111].

An amendment to recommendation 19 of this report was proposed, seconded and carried to amend the total cost to £1,925.21.

Resolution Record No. BSETC/199/26/Feb/14:

That the quote from L C Plumbing in the sum of ££1,925.21 plus VAT to replace one dip tank and install one new dip tank including excavation works for the water supply pipe at the Cotton Lane allotment site be accepted [Local Government Act 1972 s111].

Resolution Record No. BSETC/200/26/Feb/14:

That the minutes of the Finance Policy and Resources committee of 12 February 2014 and the recommendations, as amended, therein be adopted.

8. TO RECEIVE AND ADOPT THE RECOMMENDATIONS (IF ANY) OF THE PLANNING AND LICENSING COMMITTEE MEETINGS OF 13 NOVEMBER 2013

8.1 29 January 2014

8.2 12 February 2014

The Committee Chairman moved the adoption of these reports (there were no recommendations).

Resolution Record No. BSETC/201/26/Feb/14:

That the minutes of the Planning & Licensing committee of 29 January 2014 and 12 February 2014 be received.

9. TO APPROVE THE MONTH 11: FEBRUARY 2014 FINAL PAYMENTS LIST

Resolution Record No. BSETC/202/26/Feb/14:

That the Month 11: February 2014 final payments list, as tabled, be approved.

10. TO APPROVE THE PURCHASE OF FIVE REPLACEMENT CAST IRON BINS ESTIMATED AT £3,895

Resolution Record No. BSETC/203/26/Feb/14:

That the purchase of five replacement cast iron bins estimated at £3,895 be approved [Litter Act 1983 ss.5, 6].

11. TO ELECT A MEMBER TO STAFFING & EMPLOYMENT COMMITTEE FOLLOWING RESIGNATION OF CLLR FARMER

Resolution Record No. **BSETC/204/26/Feb/14:**

That Cllr C Hind be elected to the vacancy on the Staffing & Employment committee following resignation of Cllr Farmer.

12. TO NOTE AN UPDATE ON THE FLYING FORTRESS PROJECT FOLLOWING THE PRESS COVERAGE

Noted.

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: *commercially sensitive matters*.

14. TO RECEIVE A REPORT ON FUTURE PREMISES MATTERS AND TO DETERMINE ANY NEXT STEPS

The circulated report was discussed

Resolution Record No. **BSETC/205/26/Feb/14:**

That the Clerk investigates the proposed option regarding accommodation with XXXXXXXXX and enters into formal negotiations with XXXXXXXXX concerning this proposal.

15. DATE OF NEXT MEETING

The date of the next meeting: Wednesday 26 March 2014 at 7pm.

The meeting closed at 7.59 pm.

Signed: _____ Dated: _____