

**MINUTES OF THE MEETING OF BURY ST EDMUNDS  
TOWN COUNCIL HELD ON WEDNESDAY 25 JUNE 2014  
AT 7:00PM AT THE TOWN COUNCIL OFFICES,  
7 ANGEL HILL, BURY ST EDMUNDS**

**PRESENT:** Cllrs Oliver (Chairman), Chung, Cockle, Cornish, Farmer, Hartley and Turner.

**ALSO PRESENT:** Julia Dyball (Clerk to the Council) and Sue Hindry (Assistant Town Clerk/Responsible Financial Officer).

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

Apologies were received and reasons accepted from Cllrs Everitt (urgent pressing business), C Hind (holiday), K Hind (holiday), Ridgeway (work commitments), Simner (work commitments), Springett (work commitments), Mrs Warby (family commitments) and F Warby (family commitments). Cllrs O'Driscoll and Thompson 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".

**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: 11 JUNE EXTRAORDINARY MEETING OF THE TOWN COUNCIL**

Resolution Record No. **BSETC/065/25/Jun/14:**

That the minutes of the extraordinary Full Council meeting of Wednesday 11 June 2014 be agreed and signed as a true record.

**5. PUBLIC FORUM**

No members of the public were present.

**6. TO RECEIVE THE REPORT OF THE FINANCE, POLICY AND RESOURCES COMMITTEE MEETING OF 11 JUNE 2014 AND ADOPT THE RECOMMENDATIONS THEREIN**

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

Resolution Record No. **BSETC/066/25/Jun/14:**

That the minutes of the Finance, Policy & Resources Committee Meeting of 14 May 2014 be approved and signed as a true record.

Resolution Record No. **BSETC/067/25/Jun/14:**

That the month 2: May 2014 bank reconciliations, budget line item expenditure, final payments list and cash book reports be adopted and signed.

Resolution Record No. **BSETC/068/25/Jun/14:**

That the month 3: June 2014 payments list be approved.

Resolution Record No. **BSETC/069/25/Jun/14:**

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

Resolution Record No. **BSETC/070/25/Jun/14:**

That the Councillor Internal Auditor's Quarterly Internal Audit checklist covering the year end procedures be approved and adopted.

Resolution Record No. **BSETC/071/25/Jun/14:**

That the insurance cover has been reviewed and the level of insurance cover as set out in the schedule is accepted for the purpose of seeking quotations.

Resolution Record No. **BSETC/072/25/Jun/14:**

That the Clerk explores the possibility of and options for the provision of a Town Council faculty award to West Suffolk College.

Resolution Record No. **BSETC/073/25/Jun/14:**

That the cast iron litter bin in Caie Walk with a broken door hinge be removed and not replaced.

Resolution Record No. **BSETC/074/25/Jun/14:**

That the minutes of the Finance Policy and Resources committee of 11 June 2014 and the recommendations therein be adopted.

**7. TO RECEIVE THE REPORT OF THE PLANNING AND LICENSING COMMITTEE MEETING OF 11 JUNE 2014**

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

Resolution Record No. **BSETC/075/25/Jun/14:**

That the minutes of the Planning & Licensing committee of 11 June 2014 be received.

**8. TO RECEIVE THE REPORT OF THE ST EDMUND'S DAY COMMITTEE MEETING OF 11 JUNE 2014 AND ADOPT THE RECOMMENDATIONS THEREIN**

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

Resolution Record No. **BSETC/076/25/Jun/14:**

That the 'Local Business' and 'Best Residents' Association' awards be discontinued.

Resolution Record No. **BSETC/077/25/Jun/14:**

That the minutes of the St Edmund's Day committee of 11 June 2014 and the recommendation therein be adopted.

**9. TO APPROVE THE MONTH 3: JUNE 2014 FINAL PAYMENTS LIST**

Resolution Record No. **BSETC/078/25/Jun/14:**

That the Month 3: June 2014 final payments list, as tabled, be approved.

**10. TO CONSIDER CONTRIBUTING £200 TOWARDS THE COST OF REPLACING THE WEBCAM ABOVE THE GATEWAY INTO WATER GARDENS OF THE ABBEY GARDENS (TOTAL COST £1,000) JOINTLY WITH OTHER INTERESTED PARTIES**

Cllr Farmer declared a local non-pecuniary interest as a St Edmundsbury Borough Councillor.

Resolution Record No. **BSETC/079/25/Jun/14:**

That consideration of a contribution towards the cost of replacing the webcam above the gateway into water gardens of the Abbey Gardens be deferred for further information.

**11. TO AGREE A ROTA OF MEMBERS TO MAN THE GAZEBO IN THE BUTTERMARKE  
ON INDEPENDENTS DAY FRIDAY 4<sup>TH</sup> JULY**

Resolution Record No. **BSETC/080/25/Jun/14:**

That the rota of members to man the gazebo in the Buttermarket on Independents Day Friday 4<sup>th</sup> July between 2.30pm to 9.30pm be: Cllr Turner 2.30pm to 4.30pm, Cllrs Oliver/Chung 4.30pm to 8pm and Cllr Cornish 8pm to 9.30pm.

**12. TO APPROVE PARTICIPATION OF BURY ST EDMUNDS TOWN COUNCIL IN THE  
NATIONAL "LIGHTS OUT" WW1 CENTENARY COMMEMORATION**

Resolution Record No. **BSETC/081/25/Jun/14:**

That Bury St Edmunds Town Council participates in the national "Lights Out" WW1 centenary commemoration between 10pm and 11pm on Monday 4 August 2014.

**13. TO APPROVE A BAR PROVISION AT THE ST EDMUNDS FETE**

Resolution Record No. **BSETC/082/25/Jun/14:**

That a bar provision at the St Edmunds Fete on 10 August 2014 be approved.

**14. TO APPROVE AND ADOPT THE REVISED VERSION OF THE SUFFOLK COUNTY  
COUNCIL CODE OF CONDUCT**

Resolution Record No. **BSETC/083/25/Jun/14:**

That the revised Suffolk Local Code of Conduct be adopted.

**15. CLERK'S REPORT**

The report circulated for information only was discussed.

**16. TO CONSIDER MAKING A RESPONSE TO THE OURBURYSTEDMUNDS SURVEY**

Resolution Record No. **BSETC/084/25/Jun/14:**

That the Clerk be given delegated authority to respond to the ourburystedmunds survey.

**17. TO RECEIVE A REPORT FROM THE CHAIRMAN ON THE RECENT MEETING  
RELATING TO PARISHING OF MORETON HALL**

The Chairman noted that the meeting had been cancelled.

**18. 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*

**19. TO RECEIVE A PROGRESS REPORT ON PREMISES RELATED MATTERS AND TO  
DETERMINE ANY NEXT STEPS INCLUDING AUTHORISATION FOR THE CLERK TO  
INCUR REASONABLE EXPENDITURE FOR EMPLOYING ASSISTANCE TO MOVE  
FURNITURE AND EQUIPMENT**

Resolution Record No. **BSETC/085/25/Jun/14:**

That the surrender of part of the present office premises will if necessary include one car parking space and the landlord's offer of alternative car parking provision is then to be accepted subject to agreement that it is covered by appropriate legal documentation.

Cllr Cockle asked that his vote against this decision be recorded.

**20. DATE OF NEXT MEETING**

The date of the next meeting: Wednesday 23 July 2014 at 7pm.

The meeting closed at 8.07 pm.

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