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**MINUTES OF THE MEETING OF BURY ST EDMUNDS**

**TOWN COUNCIL HELD ON WEDNESDAY 29 OCTOBER 2014**

**AT 7.07 PM AT THE TOWN COUNCIL OFFICES,**

**7 ANGEL HILL, BURY ST EDMUNDS**

**PRESENT**: Cllrs Oliver (Chairman), F Warby (Vice Chairman), Chung, Cockle, Cornish, Farmer,

C Hind, K Hind (7.10 pm), O’Driscoll, Ridgeway, Turner and Mrs Warby.

**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 (wife’s birthday), Hartley (illness) and Springett (work commitments). Cllrs Simner 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: 15 OCTOBER MEETING OF THE TOWN COUNCIL**

Resolution Record No. **BSETC/127/29/Oct/14:**

That the minutes of the Full Council meeting of Wednesday 15 October 2014 be agreed and signed as a true record.

Cllr K Hind joined the meeting at 7.10 pm.

**5. PUBLIC FORUM**

There were no members of the public wishing to speak.

**6. TO RECEIVE THE REPORT OF THE FINANCE, POLICY AND RESOURCES COMMITTEE MEETING OF 15 OCTOBER 2014 AND ADOPT THE RECOMMENDATIONS THEREIN**

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

Resolution Record No. **BSETC/128/29/Oct/14:**

That the minutes of the Finance, Policy & Resources Committee Meeting of 10 September 2014 be approved and signed as a true record.

Resolution Record No. **BSETC/129/29/Oct/14:**

That the month 6: September bank reconciliations, budget line item expenditure, final payments list and cash book reports be adopted and signed.

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Resolution Record No. **BSETC/130/29/Oct/14:**

That the Month 7: October 2014 payments list as tabled be approved.

Resolution Record No. **BSETC/131/29/Oct/14:**

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

Resolution Record No. **BSETC/132/29/Oct/14:**

That the level of spending in respect of delegated decisions to “award a contract or incur expenditure which, in either case, materially affects Council’s financial position”, necessitated by the Openness of Local Government Bodies Regulations 2014, be set at £7,500.

Resolution Record No. **BSETC/133/29/Oct/14:**

That the possibility of bolting the Lawson Place grit bin to a concrete plinth be investigated.

Resolution Record No. **BSETC/134/29/Oct/14:**

That the minutes of the Finance Policy and Resources committee of 15 October 2014 and the recommendations therein be adopted.

**7. TO RECEIVE THE REPORT OF THE STAFFING & EMPLOYMENT COMMITTEE MEETING OF 24 SEPTEMBER 2014 AND ADOPT THE RECOMMENDATIONS THEREIN**

Resolution Record No. **BSETC/135/29/Oct/14:**

That the Minutes of the Staffing & Employment Committee Meeting of 25 June 2014, with an insertion in italics of the omitted minute to agenda item 8 as follows with consequential renumbering, be signed as a true record:

***8. To note and confirm the award of one incremental scale point to the Town Clerk (per the contract of employment) with effect from 03 April 2014 to LC2 SCP 37 of the pay scales set out by the National Association of Local Councils following success in obtaining the Certificate in Local Council Administration.***

*Recommendation Record: S&E/02/25/Jun/14*

*That it be noted and confirmed that the award of one incremental scale point to the Town Clerk (per the contract of employment) with effect from 03 April 2014 to LC2 SCP 37 of the pay scales set out by the National Association of Local Councils following success in obtaining the Certificate in Local Council Administration.*

Resolution Record No. **BSETC/136/29/Oct/14:**

That the minutes of the Staffing & Employment committee of 24 September 2014 and the recommendation therein be adopted.

**8. TO RECEIVE THE REPORT OF THE PLANNING AND LICENSING COMMITTEE MEETING OF:**

8.1 24 September 2014

8.2 15 October 2014

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

Resolution Record No. **BSETC/137/29/Oct/14:**

That the minutes of the Planning & Licensing committee of 24 September 2014 and 15 October 2014 be received.

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**9. TO APPROVE THE MONTH 7: OCTOBER 2014 PAYMENTS LIST**

Resolution Record No. **BSETC/138/29/Oct/14:**

That the Month 7: October 2014 final payments list, as tabled, be approved.

**10. TO CONSIDER ST EDMUNDSBURY BOROUGH COUNCIL’S PROPOSALS IN RESPECT OF THE BUS STATION AND TO MAKE ANY COMMENT AND OR DETERMINE ANY NEXT STEPS TO BE TAKEN REGARDING ANY POSSIBILITIES**

Members noted that the bus station is not closing and that St Edmundsbury Borough Council had given a commitment that the toilets in the building would remain available for use by the Public even if the information service provided from the existing building ceased.

Resolution Record No. **BSETC/139/29/Oct/14:**

That Bury St Edmunds Town Council considers the bus station to be a valuable service to its residents and, as the elected body for Bury St Edmunds, would wish to be formally consulted if any changes are proposed to the current function of the bus station.

**11. TO CONSIDER, IN PRINCIPLE, SUPPORTING SUFFOLK COUNTY COUNCIL’S PLANS TO INVESTIGATE A POSSIBLE NEIGHBOURHOOD SPEED WATCH INITIATIVE TO HAVE A VEHICLE ACTIVATED VARIABLE SPEED SIGN TO BE USED ON A ROTA BASIS IN TWO DIFFERENT LOCATIONS ON THE OUTSKIRTS OF THE TOWN**

Resolution Record No. **BSETC/140/29/Oct/14:**

That Bury St Edmunds Town Council has considered the possible Neighbourhood Speedwatch initiative to have a Vehicle Activated Variable Speed Sign to be used on a rota basis in two different locations on the outskirts of the Town but does not feel able to take it up at this time.

Cllr O’Driscoll left the meeting at 7.53 pm.

**12. CLERK’S REPORT – FOR INFORMATION ONLY**

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*: Citizen of the Year Awards*

**14. TO CONSIDER THE NOMINATIONS RECEIVED FOR ‘CITIZEN OF THE YEAR’ AND DETERMINE TO WHOM THE AWARD WILL BE GIVEN**

Resolution Record No. **BSETC/141/29/Oct/14:**

That XXXXXXX and XXXXXXXXX be jointly awarded ‘Citizen of the Year’.

**15. TO CONSIDER THE NOMINATIONS RECEIVED FOR ‘YOUNG CITIZEN OF THE YEAR’ AND DETERMINE TO WHOM THE AWARD WILL BE GIVEN**

Resolution Record No. **BSETC/142/29/Oct/14:**

That XXXXXXX be awarded ‘Young Citizen of the Year’.

**16. DATE OF NEXT MEETING**

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

The meeting closed at 8.24 pm.

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