

**MINUTES OF THE MEETING OF BURY ST EDMUNDS TOWN
COUNCIL HELD ON WEDNESDAY 23 SEPTEMBER 2015 AT 7:23 PM AT THE
TOWN COUNCIL OFFICES, 7 ANGEL HILL, BURY ST EDMUNDS**

PRESENT: Cllrs Speed (Chairman), F Warby (Vice Chairman), Augustine, Barrett, Chung, Everitt, Hailstone, D Hind, K Hind, Murray, Rayner, Rout, Thompson, P Warby and Williamson.

ALSO PRESENT: Julia Dyball (Town Clerk), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), Mike Jackson (Guildhall Project), Jen Lerner (Saxongate Community Association), Alex Wilson (Director, St Edmundsbury Borough Council).

1. CHAIRMAN'S INTRODUCTION

None.

2. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS THEREFORE

Apologies were received and accepted from Cllr Cockle (unwell) and Springett (family member taken into hospital).

3. 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, Everitt, Hailstone, D Hind, Rayner, Rout, Speed, Thompson, F Warby and P Warby declared a local non-pecuniary interest as a Borough Councillor.

4. 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.

5. TO CONFIRM, ADOPT AND SIGN THE MINUTES: MEETING 12 AUGUST 2015

Resolution Record No. **BSETC/076/23/Sep/15:**

That the minutes of the Full Council meeting of 12 August 2015 be agreed and signed as a true record.

6. PUBLIC FORUM

There were no members of the public present.

7. TO RECEIVE GRANT APPLICATION PRESENTATIONS FROM MIKE JACKSON REGARDING THE GUILDHALL PROJECT AND JEN LARNER REGARDING SAXONGATE COMMUNITY ASSOCIATION

Standing Orders were suspended to allow representatives of the Guildhall Project and Saxongate Community Association to address the meeting and were re-instated at the conclusion of the presentations.

8. TO RECEIVE THE REPORT AND ADOPT THE RECOMMENDATIONS THEREIN (IF ANY) OF THE PLANNING, LICENSING & FINANCE COMMITTEE MEETING OF:

- 8.1 22 July 2015
- 8.2 12 August 2015
- 8.3 9 September 2015

The Committee Chairman moved the adoption of these reports and the recommendations therein.

Resolution Record No. **BSETC/077/23/Sep/15:**

That the Month 4: July 2015 Final payments list as tabled be approved.

Resolution Record No. **BSETC/078/23/Sep/15:**

That the end of July 2015 Bank Reconciliations, Budget Line Item Expenditure, Final Payments List and Cash Book Reports be adopted and signed.

Resolution Record No. **BSETC/079/23/Sep/15:**

That the August payments list as tabled be approved.

Resolution Record No. **BSETC/080/23/Sep/15:**

That the end of August 2015 Bank Reconciliations, Budget Line Item Expenditure, Final Payments List and Cash Book Reports be adopted and signed.

Resolution Record No. **BSETC/081/23/Sep/15:**

That the Minutes of the Planning, Licensing & Finance committee meetings of 22 July 2015, 12 August 2015 and 9 September 2015 be received and the recommendations therein be adopted.

9. TO APPROVE AND ACCEPT THE EXTERNAL AUDITOR'S REPORT ON THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2015

Resolution Record No. **BSETC/082/23/Sep/15:**

That the External Auditor's Report on the Accounts for the year ended 31 March 2015 be approved and accepted.

10. TO APPROVE AND ADOPT THE COUNCILLOR INTERNAL AUDITOR'S QUARTERLY INTERNAL AUDIT CHECKLIST COVERING THE PERIOD APRIL TO JUNE 2015

Resolution Record No. **BSETC/083/23/Sep/15:**

That the Councillor Internal Auditor's Quarterly Internal Audit checklist covering the period April to June 2015 be approved and adopted.

11. TO RECEIVE A PRESENTATION FROM AN OFFICER OF ST EDMUNDSBURY BOROUGH COUNCIL REGARDING THE ST EDMUNDSBURY COMMUNITY GOVERNANCE REVIEW

The officer had been invited to attend and gave advice based on how St Edmundsbury Borough Council will apply the national guidance, emphasising St Edmundsbury Borough Council's neutrality at this stage of the review and that it will take each issue on its own merits. Three types of issues were identified – Vision 2031 strategic growth sites including the Suffolk Business Park, the separate parishing of Moreton Hall and small boundary anomalies. Council was informed that comments on each of the issues should relate to one or both of the following criteria: (1) community identity and (2) effective local government.

12. TO CONSIDER THE COMMUNITY GOVERNANCE REVIEW DOCUMENTATION FROM ST EDMUNDSBURY BOROUGH COUNCIL AND TO DECIDE THE ACTION TO BE TAKEN WITH A VIEW TO ENABLE THE RESPONSE TO BE FORMULATED AND SUBMITTED TO ST EDMUNDSBURY BOROUGH COUNCIL BY THEIR DEADLINE OF 9TH NOVEMBER 2015

Resolution Record No. **BSETC/084/23/Sep/15:**

That a working party be established to consider the Community Governance Review documentation from St Edmundsbury Borough Council and to make recommendations for consideration by Full Council at its meeting on 28 October 2015.

Resolution Record No. **BSETC/085/23/Sep/15:**

That membership of the Community Governance Review Working Party be eight members and Cllrs Augustine, Everitt, D Hind, K Hind, Murray, Springett, P Warby and F Warby (chair) be appointed.

13. TO CONSIDER THE LETTER DATED 17 AUGUST 2015 FROM ST EDMUNDSBURY BOROUGH COUNCIL REGARDING THE ANNUAL REVIEW OF THE BURY AREA WORKING PARTY AND SEEKING VIEWS ON POTENTIAL ALTERNATIVE MODELS FOR LOCALITY ENGAGEMENT

Resolution Record No. **BSETC/086/23/Sep/15:**

That with regard to potential alternative models for locality engagement, Bury St Edmunds Town Council supports the creation of an organisation offering a similar environment to the Bury Area Working Party but which is broader than the current forum.

14. TO CONSIDER THE GRANT FUNDING REQUEST IN RESPECT OF THE GUILDHALL PROJECT

Resolution Record No. **BSETC/087/23/Sep/15:**

That the Guildhall Project be awarded grant funding of £10,000 from general reserves.

15. TO CONSIDER THE GRANT FUNDING REQUEST FROM SAXONGATE COMMUNITY ASSOCIATION

Resolution Record No. **BSETC/088/23/Sep/15:**

That Saxongate Community Association be awarded grant funding of £2,270 in respect of the project to install two new lighting columns and one feeder pillar along the section of footpath known as 'the Butts' between Rockingham Road and Cullum Road.

16. TO CONSIDER PUBLICATION OF A FURTHER EDITION OF THE OFFICIAL GUIDE TO BURY ST EDMUNDS IN PARTNERSHIP WITH LOCAL AUTHORITY PUBLISHING AS WITH PREVIOUS EDITIONS

Resolution Record No. **BSETC/089/23/Sep/15:**

That Bury St Edmunds Town Council publish a further edition of the Official Guide to Bury St Edmunds in partnership with Local Authority Publishing on the same terms and conditions as the previous editions.

Cllr Barrett left the meeting at 9.10pm.

17. TO APPROVE THE OFFER OF A WORK PLACEMENT FOR A PERIOD OF 3 DAYS FROM 09 NOVEMBER 2015 TO A STUDENT AT COUNTY UPPER SCHOOL

Resolution Record No. **BSETC/090/23/Sep/15:**

That the offer of a work placement for a period of 3 days from 09 November 2015 to a student at County Upper School be approved.

18. TO CONSIDER PURCHASING TICKETS FOR THE CITIZEN AND YOUNG CITIZEN OF THE YEAR FOR THEM AND A GUEST TO ATTEND THE ST EDMUNDS DAY DINNER AT THE ATHENAEUM AS PART OF THE PRIZE FOR WINNING THE COMPETITION

Resolution Record No. **BSETC/091/23/Sep/15:**

That tickets for the Citizen and Young Citizen of the Year and one guest each to attend the St Edmund's Day dinner at the Athenaeum as part of the prize for winning the Award be purchased.

19. TO CONSIDER SEEKING RE-ACCREDITATION AS A FOUNDATION LEVEL COUNCIL FOLLOWING EXPIRY OF THE CURRENT FOUNDATION COUNCIL AWARD IN JANUARY 2016

Resolution Record No. **BSETC/092/23/Sep/15:**

That Bury St Edmunds Town Council seeks re-accreditation as a Foundation Level Council following expiry of the current Foundation Council Award in January 2016.

20. TO CONSIDER NOTES OF MEETING WITH ALLOTMENT TENANTS AT NOWTON ROAD, SICKLESMERE ROAD AND BARN LANE SITES INCLUDING PARTICULAR REQUESTS CONTAINED WITHIN

Noted.

21. TO APPROVE THE LATEST EDITION OF THE TOWN TALK NEWSLETTER FOR PUBLICATION ON COUNCIL'S WEBSITE, SOCIAL MEDIA LINKS AND DISTRIBUTION PER ITS USUAL CIRCULATION LIST AND FOR A SUPPLY TO BE PROVIDED FOR COUNCILLORS USE WITHIN THEIR WARDS AT THEIR OPTION

Resolution Record No. **BSETC/093/23/Sep/15:**

That the latest edition of the Town Talk newsletter for publication on Council's website, social media links and distribution per its usual circulation list and for a supply to be provided for councillors use within their wards at their option be approved.

22. CLERK'S REPORT FOR NOTING

Noted.

23. 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: *allotment tenant appeal against a notice to quit/quotations*.

24. TO CONSIDER THE TENANT'S APPEAL AGAINST A NOTICE TO QUIT ISSUED IN RESPECT OF NON-CULTIVATION

Resolution Record No. **BSETC/094/23/Sep/15:**

That the appeal from the allotment tenant against the notice to quit issued in respect of non-cultivation be dismissed and the notice to quit be upheld.

25. TO APPROVE QUOTES FOR EXPENDITURE FOR PRODUCING COUNCILLOR BUSINESS CARDS AND ID CARDS

Resolution Record No. **BSETC/095/23/Sep/15:**

That the purchase of 150 business cards for 12 Councillors from Eastern Facilities Management at a cost of £115 (+ VAT) and the purchase of photo ID cards, card holders and lanyards for 6 Councillors from Eastern Facilities Management at a cost of £40 (+ VAT) be approved.

26. DATE OF NEXT MEETING

Date of next meeting: **Wednesday 28 October 2015 at 7pm.**

The meeting ended at 9.29 pm.

Signed: _____

Dated: _____