

**MINUTES OF THE MEETING OF BURY ST EDMUNDS TOWN  
COUNCIL HELD ON WEDNESDAY 30 NOVEMBER 2016 AT 7.12 PM AT THE  
TOWN COUNCIL OFFICES, 7 ANGEL HILL, BURY ST EDMUNDS**

**PRESENT:** Cllrs Speed (Chairman), F Warby (Vice Chairman), Barrett, Chung, D Hind, K Hind, Hopfensperger, Murray, Rayner, Rout, Springett, Thompson and Williamson.

**ALSO PRESENT:** Sue Hindry (Acting Town Clerk/Responsible Financial Officer), a representative of the Samaritans and a reporter from the East Anglian Daily Times.

**1. CHAIRMAN'S INTRODUCTION**

An overview was given.

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

Apologies were received and the reasons accepted from Cllr Augustine (work commitments), Everitt (another meeting), Hailstone (away on business) and P Warby (prior appointment).

**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, D Hind, Hopfensperger, Rayner, Rout, Speed, Springett, Thompson and F 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: 19 OCTOBER 2016 MEETING OF THE TOWN COUNCIL**

Resolution Record No. **BSETC/093/30/Nov/16**

That the minutes of the meeting of Wednesday 19 October 2016 be agreed and signed as a true record.

**6. PRESENTATION BY REPRESENTATIVES OF (1) THE SAMARITANS AND (2) MY WISH IN CONNECTION WITH THEIR GRANT FUNDING APPLICATIONS BEING CONSIDERED AT AGENDA ITEM 16**

A presentations was made by a representative of the Samaritans in connection with its grant funding application being considered at agenda item 16. The representative from My WiSH was unable to attend due to illness.

**7. PUBLIC FORUM**

No members of the public were present.

**8. TO APPROVE THE NOVEMBER 2016 FINAL PAYMENTS LIST**

Resolution Record No. **BSETC/094/30/Nov/16**

That the November 2016 final payments list as circulated be approved.

**9. TO RECEIVE THE REPORTS AND ADOPT THE RECOMMENDATIONS THEREIN (IF ANY) OF THE PLANNING LICENSING & FINANCE COMMITTEE OF:**

9.1 19 October 2016 [circulated]

9.2 9 November 2016 [circulated]

Resolution Record No. **BSETC/095/30/Nov/16**

That the end of October 2016 Bank Reconciliations, Budget Line Item Expenditure, Final Payments List and Cash Book Reports be adopted and signed.

Resolution Record No. **BSETC/096/30/Nov/16**

That the minutes of the Planning, Licensing & Finance committee meeting of 19 October 2016 and 9 November 2016 be received and the recommendation therein be adopted.

**10. TO APPROVE FUNDING FOR THE DESTINATION MANAGEMENT ORGANISATION IN THE SUM OF £20,000 PER ANNUM FROM 2016-17 FOR THREE YEARS**

Resolution Record No. **BSETC/097/30/Nov/16**

That funding for the Destination Management Organisation in the sum of £20,000 per annum for each of three years from 2016-17 be approved.

**11. TO CONSIDER REMOVING THE ONE APPLICATION PER FINANCIAL YEAR RESTRICTION IN THE GRANT FUNDING POLICY**

Resolution Record No. **BSETC/098/30/Nov/16**

That the one application per financial year restriction in the Grant funding policy be removed.

**12. TO RECEIVE AN UPDATE REGARDING SPEED INDICATOR DEVICES (SIDS)**

12.1 To consider entering into the necessary agreement with Suffolk County Council pursuant to Section 72 of the Road Traffic Regulation Act 1984 for the purposes of deploying on or near any road, other than a footpath or bridleway, mobile speed indicator devices for the purpose of alerting drivers to excessive speed on highways within the parish of Bury St Edmunds

Resolution Record No. **BSETC/099/30/Nov/16**

The Bury St Edmunds Town Council enters into the necessary agreement with Suffolk County Council pursuant to Section 72 of the Road Traffic Regulation Act 1984 for the purposes of deploying on or near any road, other than a footpath or bridleway, mobile speed indicator devices for the purpose of alerting drivers to excessive speed on highways within the parish of Bury St Edmunds.

Resolution Record No. **BSETC/100/30/Nov/16**

That the "Speed Kills" campaign poster option be chosen for display when the SID is not present.

12.2 To decide which of the recommended Speed Indicator Devices (SIDs) to purchase

Resolution Record No. **BSETC/101/30/Nov/16**

That a Westcotec Portable Mini-SID be purchased at a cost of £2,875 +VAT (includes two batteries, an 'intelligent' charger, one bracket set for post mounting, a sign cover and data collection option).

12.3 To confirm the names of the volunteers who will deploy and remove the device at each of the approved sites

Resolution Record No. **BSETC/102/30/Nov/16**

That Cllr D Hind, K Hind, Springett and F Warby be confirmed as volunteers who will deploy and remove the device at each of the approved sites.

**13. TO NOTE THAT ST EDMUNDSBURY BOROUGH COUNCIL HAS RESIGNED ITS MEMBERSHIP OF THE MAGNA CARTA TRUST AND PROPOSED THAT THIS ROLE PASSES TO BURY ST EDMUNDS TOWN COUNCIL, AS REQUESTED BY THIS COUNCIL**

13.1 Subject to confirmation by the Magna Carta Trust that the nominating role be offered to Bury St Edmunds Town Council, to approve the acceptance of the nominating role for trustees for Bury St Edmunds;

13.1.1 To approve Margaret Charlesworth continuing as one of the two trustees (if so wished);

Resolution Record No. **BSETC/103/30/Nov/16**

That Margaret Charlesworth continue as one of the two Magna Carta Trust trustees (if so wished).

13.1.2 To appoint the Chairman of the Council as a trustee;

Resolution Record No. **BSETC/104/30/Nov/16**

That the Chairman of the Council be appointed as a trustee of the Magna Carta Trust.

13.1.3 To appoint a substitute to attend the meetings of the Trust should the Chairman of the Council be unable to attend;

Resolution Record No. **BSETC/105/30/Nov/16**

That Cllr K Hind be appointed as substitute to attend the meetings of the Magna Carta Trust should the Chairman of the Council be unable to attend.

13.1.4 To set a budget of £1,200 for the 2017-2018 financial year.

Resolution Record No. **BSETC/106/30/Nov/16**

That a budget of £1,200 be set for the Magna Carta Trust for the 2017-2018 financial year.

**14. TO CONSIDER 2017/18 BUDGET AND PRECEPT PROJECTIONS**

The draft budget was discussed.

**15. TO APPROVE AND ADOPT THE COUNCILLOR INTERNAL AUDITOR'S QUARTERLY INTERNAL AUDIT CHECKLIST COVERING THE PERIOD TO SEPTEMBER 2016**

Resolution Record No. **BSETC/107/30/Nov/16**

That the Councillor Internal Auditor's Quarterly Internal Audit checklist covering the period to September 2016 be approved and adopted.

**16. TO CONSIDER THE GRANT FUNDING APPLICATIONS FROM:**

16.1 The Samaritans of up to £4,530 in respect of the purchase of two air conditioning units at its premises

Cllr Chung declared a local non-pecuniary interest as a Samaritans West Suffolk Trustee.

The motion to award the Samaritans £1,500 in respect of the purchase of two air conditioning units at its premises fell.

16.2 My WISH charity of £1,500 in respect of the costs of the Chinese New Year celebration 2017 fundraising event

Cllr Chung declared a local non-pecuniary interest as a Samaritans West Suffolk Trustee.

Resolution Record No. **BSETC/108/30/Nov/16**

That My WiSH charity be awarded £1,500 in respect of the costs of the Chinese New Year celebration 2017 fundraising event.

**17. TO RECEIVE AND ADOPT THE REPORT OF THE FINANCIAL REGULATIONS AND STANDING ORDERS WORKING PARTY**

Resolution Record No. **BSETC/109/30/Nov/16**

That the report of the Financial Regulations and Standing Orders Working Party be received and the recommendations therein be adopted.

**18. TO CONSIDER PRODUCING AN INFORMATION FLYER TO ACCOMPANY THE 2017/18 COUNCIL TAX BILLS AS DONE FOR THE PREVIOUS THREE YEARS AT A COST OF AROUND £650**

Resolution Record No. **BSETC/110/30/Nov/16**

That an information flyer to accompany the 2017/18 Council Tax bills as done for the previous three years at a cost of around £650 be produced.

Members were asked to email relevant details concerning activities in their Ward to the Clerk for inclusion in the flyer.

**19. TO RESPOND TO NALC'S DEPENDENT CARERS ALLOWANCE SURVEY**

Resolution Record No. **BSETC/111/30/Nov/16**

That formulating a response to NALC's Dependent Carers Allowance Survey be delegated to the Clerk in consultation with the Chairman.

Members were asked to email their comments to the Clerk for inclusion in the Council's response.

**20. TO RESPOND TO THE LETTER FROM THE POLICE AND CRIME COMMISSIONER AND CHIEF CONSTABLE OF SUFFOLK CONSTABULARY SEEKING FEEDBACK ON HOW THE SUFFOLK LOCAL POLICING REVIEW (SLPR) IS WORKING**

Resolution Record No. **BSETC/112/30/Nov/16**

That formulating a response to the Police and Crime Commissioner and Chief Constable of Suffolk Constabulary regarding feedback on how the Suffolk Local Policing Review (SLPR) is working be delegated to the Clerk in consultation with the Chairman.

Members were asked to email their specific positive or negative comments to the Clerk for inclusion in the Council's response.

**21. CLERK'S REPORT FOR NOTING**

Noted.

The Chairman thanked the Assistant Town Clerk/Responsible Financial Officer for taking on the role of Acting Clerk during the recruitment of a new Clerk.

**22. DATE OF NEXT MEETING**

Date of next meeting: **Wednesday 14 December 2016 at 7pm.**

The meeting ended at 8.25 pm.

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

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