

**MINUTES OF THE MEETING OF BURY ST EDMUNDS
TOWN COUNCIL HELD ON WEDNESDAY 23 APRIL 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, Cockle, Farmer, Hartley, C Hind, K Hind, O'Driscoll, Ridgeway, Springett, Thompson, Turner and Mrs Warby.

ALSO PRESENT: Julia Dyball (Clerk to the Council), Sue Hindry (Assistant Town Clerk/Responsible Financial Officer), 2 representatives of the Bury St Edmunds branch of Leading Lives and 2 members of the public.

1. TO RECEIVE APOLOGIES FOR ABSENCE AND REASONS THEREFORE

Apologies were received and reasons accepted from Cllrs Cornish (holiday) and Everitt (Residents' Association meeting). Cllr Simner was 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, Cockle, Farmer, Oliver, Springett, F Warby and Mrs Warby 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: 26 MARCH 2014 MEETING OF THE TOWN COUNCIL

Resolution Record No. **BSETC/223/23/Apr/14:**

That the Minutes of the Bury St Edmunds Full Town Council Meeting of Wednesday 26 March 2014 be agreed and signed as a true record.

5. TO RECEIVE A PRESENTATION BY MEMBERS OF THE BURY ST EDMUNDS BRANCH OF LEADING LIVES

Standing Orders were suspended and were re-instated at the conclusion of this item.

Members of the Bury St Edmunds branch of Leading Lives gave information about the support services it provides for people with learning disabilities and its 'Community Benefit Fund' which awards grants of up to £1,000 to organisations that work with vulnerable adults.

6. PUBLIC FORUM

An allotment tenant spoke in support of his appeal against a notice to quit (item considered later on this agenda).

7. TO RECEIVE AND ADOPT THE RECOMMENDATIONS OF THE FINANCE POLICY AND RESOURCES COMMITTEE MEETING OF 09 APRIL 2014

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

Resolution Record No. BSETC/224/23/Apr/14:

That the minutes of the Finance, Policy & Resources Committee Meeting of 12 March 2014 be approved and signed as a true record.

Resolution Record No. BSETC/225/23/Apr/14:

That the month 12: March 2014 bank reconciliations, budget line item expenditure, final payments list and cash book reports (pre Year-End adjustments) (pre-Internal Audit) be adopted and signed.

Resolution Record No. BSETC/226/23/Apr/14:

That the month 1: April 2014 payments list be approved.

Resolution Record No. BSETC/227/23/Apr/14:

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

Resolution Record No. BSETC/228/23/Apr/14:

That (1) a Base Rate Reward Savings Account with Barclays Bank plc be opened; (2) the balance in the Barclays Base Rate Tracker account be transferred to the current account; (3) the sum of £60,000 be transferred to the Base Rate Reward Savings Account on receipt of the precept/grant and (4) the sum of £125,000 be transferred to the Cambridge Building Society Notice Council Saver Issue 3 account on receipt of the precept/grant.

Resolution Record No. BSETC/229/23/Apr/14:

That the draft Grant Funding Policy (as circulated) for the financial year 2014-2015 be approved and adopted.

Resolution Record No. BSETC/230/23/Apr/14:

That business rates should continue to be paid in 10 monthly instalments.

Resolution Record No. BSETC/231/23/Apr/14:

That substantial differences between Council's adopted Financial Standing Orders and the NALC Model Financial Regulations 2014 be identified for consideration at the next meeting.

Resolution Record No. BSETC/232/23/Apr/14:

That the grant application from the Athenaeum Club for £250 towards the repair and cleaning of the telescope in the observatory at the Athenaeum and the possible installation of a camera to enable the images to be viewed in the lower rooms be approved [Local Government Act 1972 s.137].

Resolution Record No. BSETC/233/23/Apr/14:

That the minutes of the Finance Policy and Resources committee of 09 April 2014 and the recommendations therein be adopted.

8. TO RECEIVE AND ADOPT THE RECOMMENDATIONS (IF ANY) OF THE PLANNING AND LICENSING COMMITTEE MEETING OF:

8.1 26 March 2014

8.2 09 April 2014

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

Resolution Record No. BSETC/234/23/Apr/14:

That the minutes of the Planning & Licensing committee of 26 March 2014 and 09 April 2014 be received.

9. TO APPROVE THE MONTH 1: APRIL 2014 FINAL PAYMENTS LIST

Resolution Record No. **BSETC/235/23/Apr/14:**

That the Month 1: April 2014 final payments list, as tabled, be approved.

10. CLERK'S REPORT

The report circulated for information only was discussed.

11. 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 and appeals.*

12. TO CONSIDER A PROPOSED OPTION REGARDING OFFICE ACCOMMODATION.

12.1 To approve entering into legal documentation to effect the surrender of part of the present office premises

Resolution Record No. **BSETC/236/23/Apr/14:**

That Bury St Edmunds Town Council enters into legal documentation to effect the surrender of part of the present office premises.

12.2 To approve usual attendant legal costs and disbursements and landlord's solicitor's and surveyor's reasonable costs

Resolution Record No. **BSETC/237/23/Apr/14:**

That the usual attendant legal costs and disbursements and landlord's solicitor's and surveyor's reasonable costs in connection with the surrender of part of the present office premises be approved.

13. TO CONSIDER APPEAL FROM ALLOTMENT TENANT AGAINST NOTICE TO QUIT IN RESPECT OF CEASING TO MEET THE RESIDENCY REQUIREMENT

Resolution Record No. **BSETC/238/23/Apr/14:**

That, without setting a precedent, the tenant's request that the tenancy of allotment plot B7A at the Sicklesmere Road site be transferred to the shared user be approved.

14. DATE OF NEXT MEETING

The date of the next meeting: Annual Meeting Wednesday 21 May 2014 at 7pm.

The meeting closed at 8.23 pm.

Signed: _____ Dated: _____