

SUDBURY TOWN COUNCIL

**MINUTES OF THE MONTHLY MEETING OF SUDBURY TOWN COUNCIL HELD IN THE ASSEMBLY
ROOM, TOWN HALL, SUDBURY ON TUESDAY 11TH SEPTEMBER 2018 AT 7.00PM**

Present: Mrs S Ayres, Mayor of Sudbury, in the CHAIR.

Mrs J Antill	Mr N Irwin
Mr S Barrett	Mr A Osborne
Mr N Bennett	Mrs J Osborne
Mr T Burrows	Mr J Sayers
Mr L Cresswell	Mr R Spivey
Mr S Hall	

Mrs J Howells	Town Clerk
Mrs J Budd	Assistant Town Clerk
PC J Gerrish	Suffolk Constabulary
PC S Bourne	Suffolk Constabulary

2 members of public

1 APOLOGIES

Apologies for absence were received from Mr S Clarke, Mr R Drury, Mr J Owen and Mr C Spence.

Mrs Page was absent but no apologies were received.

2 DECLARATIONS OF INTEREST

In accordance with guidance from Babergh District Council's Standards Committee, Mrs Ayres, Mr Barrett, Mr Burrows, Mr Cresswell, Mr Osborne and Mrs Osborne declared that they are Babergh District Councillors. All of these members asked that it be noted that their views expressed at this meeting would be based on information available at the time and might not be the same as those expressed at meetings involving other councils.

Mr Sayers declared a non-pecuniary interest in item 12.

Mr Spivey declared a non-pecuniary interest in item 10 and 14c.

3 DECLARATIONS OF GIFTS AND HOSPITALITY

No declarations were received.

4 REQUESTS FOR DISPENSATION

No requests for dispensation had been received.

5 MINUTES

RESOLVED

That Mr Burrows be added into the Declarations of Interests given.

Subject to the above amendment, the minutes of the Full Council meeting held on Tuesday 10th July 2018 be confirmed and signed as a correct record.

6 POLICING ISSUES

PC Jon Gerrish and PC Simon Bourne attended the meeting to discuss their roles in Sudbury.

PC Gerrish is the new Community Engagement Officer (CEO) for Sudbury and Haverhill. He is working with local groups and organisations such as Speed Watch and Street Watch, with his primary role being to get out and about and be seen.

Social media now plays a big part in how the police communicate with the community and some members expressed their concern over the security of some sites. PC Gerrish explained that there are 11 Facebook pages relating to Suffolk Constabulary, across Suffolk. These are only managed and maintained by 11 people who have been specially trained. The benefits of social media far outweigh the negatives. Police have the authority to close down any pages they feel unsuitable.

Unfortunately PC Gerrish's role does not allow him to attend every Council meeting, however should members wish to discuss something specific he will do his utmost to come along.

PC Simon Bourne runs the Sudbury Team. He is often seen out in the town centre and feels this is the most important part of his job.

From the end of October, Community teams are being increased, with officers being based within their town.

Members voiced concern over opening times not being adhered to at some licensed premises. PC Bourne advised that there are currently some establishments being investigated.

With regards to drugs and vulnerable people involved, the Police are investigating specific addresses within the town that will be targeted in the not too distant future.

7.30pm Councillor Adrian Osborne arrived at the meeting.

PC Bourne informed members that unfortunately illegal parking is not a priority. If a call is taken and the parked vehicle is not causing a danger, officers do have to attend, however he will send an officer if there is one spare. PC Bourne will issue parking fines if he sees illegal parking.

RESOLVED

That PC Gerrish and PC Bourne be thanked for attending the meeting.

7 PROPOSALS TO REDUCE THE PCSO WORKFORCE

Members discussed a letter received from Unison – Suffolk Police Branch regarding the proposal to reduce the PCSO workforce.

It is proposed that the PCSO workforce will fall from 107 to just 48 established posts, a reduction of 55%. The reduction in PCSO's will generate annual savings of £382k less costs of redundancy compensation, but the cost of the new PC's will likely end up being more than that.

Councillors were asked to write to the Chief Constable and the Police and Crime Commissioner urging them to reconsider the proposals, however if there is a reversal on cutting PCSO's the axe will inevitably fall elsewhere, affecting frontline services. The Police force requires a fair funding settlement to maintain its current establishment, therefore members are also requested to contact the Home Secretary and the Minister of State at the Home Office stating this.

RESOLVED

Although sympathetic with the situation, Sudbury Town Council are unable to support the letter received from Unison regarding the proposals to reduce the PCSO's.

That Sudbury Town Council write to the Home Secretary and the Minister of State supporting a fair funding settlement.

8 SUFFOLK LOCAL POLICING CHANGES

A document received from the Chief Constable was discussed.

It detailed changes that are to be made to Suffolk Constabulary in the not too distant future. A restructuring programme will see 104 police officers move into Safer Neighbourhood Teams and be based within the Town/Village they are responsible for, however this will mean the number of PCSO's will be reduced. The aim of the restructure is to "establish an effective workforce mix focussing on early intervention and prevention, improve dedicated proactive policing resources, ensure visibility and accessibility, and deliver the Police and Crime plan."

RESOLVED

As in item 7, the Town Council will write to the Home Secretary and the Minister of State at the Home Office stating the need for the Police to receive a fair funding settlement.

9 REPORTS

- a) **County Councillor Report – both County Councillors were absent, so no report was given.**

Comments were made on the uncleanliness of Ballingdon Bridge. It was suggested that a working party comprising of Councillors Barrett and Hall and Community Warden, Bradley Smith be formed to undertake the cleaning.

- b) **District Councillors report – Mrs Osborne gave the report. A copy of her report is shown at minute page 391.**

- Within the report Councillor Osborne advised members that a revised Service Level Agreement for the Customer Access Point had been received.
- The District Council have publicised their 'Vision for Prosperity' document in detail for the area surrounding Hamilton Road. Discussions will continue to take place with potential interested parties. The Town Councils Ambition document which links into this will be out for consultation in due course.

RESOLVED

That Councillor Mrs Osborne be thanked for her report and the information received from other Councillors be NOTED.

That Councillor Derek Davis be invited to the next Policy & Resources meeting to discuss with members the Service Level Agreement.

That Mr Stephenson from Babergh District Council be invited to full Council at a future date to discuss with members Babergh's Vision for Prosperity.

c) **Public Forum**

At 8.25pm members of the public were invited to ask questions pertaining to Sudbury. The meeting resumed at 8.35pm.

10 TO ADOPT THE RECOMMENDATIONS OF THE FOLLOWING COMMITTEES:

Members were reminded of the importance of submitting their apologies prior to meetings taking place.

Planning & Development
16th July 2018

It was RESOLVED to ADOPT the REPORT

Planning & Development
30th July 2018

It was RESOLVED to ADOPT the REPORT

Planning & Development
13th August 2018

It was RESOLVED to ADOPT the REPORT

Planning & Development
28th August 2018

It was RESOLVED to ADOPT the REPORT

Leisure, Environment & Highways
31st July 2018

It was RESOLVED to ADOPT the REPORT

Human Resources (Private & Confidential)
4th September 2018

It was RESOLVED to ADOPT the REPORT

Finance
4th September 2018

It was RESOLVED to ADOPT the REPORT

11 STANDING ORDERS

Members were requested to adopt the new Standing Orders. These have been based on a model produced by the National Association of Local Councils. The parts in red are additional, and the parts crossed through should be removed.

RESOLVED

That with the alterations above, the Standing Orders shown at minute page XXX be adopted.

12 CEMETERY, FLORAL AND GROUNDS MAINTENANCE CONTRACTS

Members were advised that the Finance committee had discussed and considered tender applications for Floral, Cemetery and Grounds maintenance for Sudbury.

The Committee has recommended to full Council that Flowers Groundcare be awarded both the Floral and Grounds Maintenance contracts, however they had requested further information on South East Services before awarding the Cemetery Contract.

RESOLVED – FLORAL TENDER

That members under power of LGS1972 S144 award the contract to Flowers Groundcare from 1st October 2018 to 30th September 2019 at a cost of £16,950.00 per annum net of VAT with £25.00 per hour net of VAT for any additional works.

RESOLVED – TOWN CENTRE GROUND MAINTENANCE

That members under power of LGA1972 S215 & S144 award the contract to Flowers Groundcare from 1st October 2018 to 30th September 2019 at a cost of £6,500.00 per annum net of VAT with £25.00 per hour net of VAT for any additional works.

RESOLVED – CEMETERY TENDER

That members under power of Open Spaces Act 1906 SS9, 10, 15 award the contract to Flowers Groundcare from 1st October 2018 to 30th September 2019 at a cost of £22550.00 per annum net of VAT.

13 CHRISTMAS LIGHTS INSTALLATION 2018

Members discussed a quote from Bradley Smith, Sudbury Town Council Community Warden Supervisor, for 2018 Christmas Lights installation and the removal.

RECOMMENDED

Members under power of LGS1972 S145 approve the sum of £11,783.70 for the 2018 Christmas Lights Installation and removal.

14 GRANT AID

Members were requested to approve grant aid recommendations made by the finance committee.

Gainsborough House

RESOLVED

Members under the General Power of Competence approved a grant in the sum of £5,000.00 to support Gainsborough's House transformational project.

The Quay Theatre

RESOLVED

Members under the General Power of Competence approved a grant in the sum of £12,000.00 to support activities of the Quay Theatre.

Sudbury and District Citizens Advice Centre

RESOLVED

Members under power of LGS1972 S142 approve a grant in the sum of £8,000.00 to support activities of the Sudbury and District Citizens Advice Bureau.

Please note only £7,000.00 has been allocated in current budget for Sudbury CAB.

The Sudbury CAB to be advised to request funding support from other parishes in addition to the support they receive from Sudbury.

15 RISK MANAGEMENT POLICY 2018

The Finance committee discussed the Risk Management Policy for 2018. Full Council were requested to adopt the policy.

RESOLVED

That members approve the adoption of Risk Management Policy with no amendments to the current policy.

That the addition of 'safety of staff in the Advice Centre' to the Risk Management Policy be considered in the future.

16 FINANCIAL REGULATIONS 2018

The finance committee reviewed the Financial Regulations for 2018 for full council to adopt.

RESOLVED

That Full Council approves the following amendments to paragraphs No.4.1, No.4.5 and No.4.8.

4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

The Clerk alone to authorise for any items below £25.00

Full Council resolve to increase the amount authorised by the Town Clerk alone to £100 in the above statement.

4.5. In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £500. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter.

Full Council resolve to increase limit in above statement to £1000.

4.8. The RFO shall regularly provide the council with a statement of receipts and payments to date under each head of the budgets, comparing actual expenditure to the appropriate date against that planned as shown in the budget. These statements are to be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this purpose "material" shall be in excess of £100 or 15% of the budget.

Full Council resolve to increase the 'material' amount to £250.00 or 15% of the budget in the above statement.

17 MAYOR'S ANNOUNCEMENTS

The Mayor thanked everyone for their support during her recovery from her operation and for all the lovely cards and gifts she received.

Her Mayoral visits included attending the inaugural Ballingdon Fete that raised over £2000 for the Eden Rose Coppice. She is attending the results of Anglia in Bloom which will be announced tomorrow at a ceremony in Bury St Edmunds. £100 was raised for the Mayor's charity during a coffee morning over Heritage weekend.

The business of the meeting was concluded at 9.05 pm

Chairman.....