**SUDBURY TOWN COUNCIL**

**MINUTES OF THE MONTHLY MEETING OF SUDBURY TOWN COUNCIL HELD VIA VIDEO TELECONFERENCE ON TUESDAY 13TH OCTOBER 2020 AT 7.00PM**

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Present: Mr J Owen Mayor of Sudbury, in the CHAIR.

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| Mrs J Antill | Mr A Osborne |
| Mrs S Ayres | Mrs J Osborne |
| Mr N Bennett | Miss A Owen |
| Mr T Cresswell | Mr J Sayers |
| Mr S Hall | Mr R Spivey |
| Ms E Murphy | Mr D Williams |

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|---|---|
| Mr C Griffin | Town Clerk |
| Mrs J Budd | Deputy Town Clerk |
| Mr C Spence | Suffolk County Councillor |

1 APOLOGIES

**Apologies for absence were received from Councillors O Forder and Ms L Fowler.**

2 DECLARATIONS OF INTEREST

**In accordance with guidance from Babergh District Council's Standards Committee, Mrs S Ayres, Mr T Cresswell, Mr A Osborne, Mrs J Osborne, and Miss A Owen declared that they are Babergh District Councillors. Mr Owen declared that he is a Suffolk County Councillor. All 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.**

**Councillors Mrs Osborne and Mr Spivey declared a non-pecuniary interest in item 13, Sudbury and District Citizens Advice.**

3 DECLARATIONS OF GIFTS AND HOSPITALITY

**No declarations were received.**

4 REQUESTS FOR DISPENSATION

**No requests for dispensation had been received.**

5 ELECTION OF A DEPUTY MAYOR

Following the resignation of Mr S Barrett, members were requested to elect somebody else to be Deputy Chairman and Deputy Mayor for the period up to 11th May 2021.

Councillor Ms E Murphy was nominated by Councillor Mrs Osborne and seconded by Councillor Sayers. No other nominations were received.

**RESOLVED**

**That Councillor Ms E Murphy be elected Deputy Chairman and Deputy Mayor of Sudbury.**

6 MINUTES

**RESOLVED**

**That the minutes of the Full Council meeting held on Tuesday 8th September 2020 be confirmed and signed as a correct record.**

7 REPORTS

a) County Councillor's report – A copy of Councillor Spences' report is shown at minute page 593.

Councillor Spence raised the following points:

New boundaries are being proposed for council divisions in Suffolk County Council. A 10-week consultation on the proposals runs until the 23rd November. The commission is proposing that there should be 70 county councillors in the future, five fewer than currently.

A working group led by Taylor Wimpy has been set up relating to the Chilton Woods development.

Budget figures will be delayed. COVID-19 has had major financial implications on Suffolk County Council.

County Councillor's report – A copy of Councillor Owen's report is shown at minute page 604.

**RESOLVED**

**That Councillors J Owen and Spence be thanked for their reports.**

**That Sudbury Town Council discuss the Boundary Commission proposals at the November council meeting.**

b) District Councillor's report - Councillor Mr Osborne gave the District Councillor's report. A copy of the report is shown at minute page 605.

Councillors and the public were reminded that each individual District Councillor has a small locality budget to distribute to local organisations. There are some restricted criteria, but organisations and individuals are encouraged to contact their councillor for advice.

**RESOLVED**

**That Councillor Mr Osborne be thanked for his report.**

c) Policing Report: The Town Clerk briefly summarised the latest meeting that had been held with Inspector Horton; the locality inspector for Sudbury Town. The Police have had great success over the last month in pushing down drug issues within the town especially with County Lines.

An officer has been allocated to focus on the anti-social behaviour of drivers in the town.

A good response has been received from residents to the survey on local concerns.

d) Public Forum – Via live link members of the public were able to type questions pertaining to Sudbury. As the OAP Christmas Lunch cannot go ahead, a question was asked as to whether a similar event could be arranged around Easter time.

**RESOLVED**

**Members agreed that this was an excellent idea but could not be certain when events would be permitted to resume. The Leisure, Environment and Highways committee will discuss options for events to celebrate once we come out of COVID-19 restrictions.**

8 TO ADOPT THE RECOMMENDATIONS OF THE FOLLOWING COMMITTEES:

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|---|---|
| Planning & Development<br>1st September 2020 | **It was RESOLVED to ADOPT the REPORT** |
| Planning & Development<br>14th September 2020 | **It was RESOLVED to ADOPT the REPORT** |
| Planning & Development<br>28th September 2020 | **It was RESOLVED to ADOPT the REPORT** |
| Human Resources<br>24th September 2020 | **It was RESOLVED to ADOPT the REPORT** |
| Leisure, Environment & Highways<br>29th September 2020 | **It was RESOLVED to ADOPT the REPORT** |
| Finance<br>5th October 2020 | **It was RESOLVED to ADOPT the REPORT** |

9 COMMITTEE VACANCIES

Following the resignation of Mr S Barrett, there are vacancies on the Finance, Planning & Development and Policy & Resources Committees.

**RESOLVED**

**Councillor Mrs J Osborne was elected to the Finance Committee**

**Councillor Mrs S Ayres was elected to the Planning & Development Committee**

**Councillor Ms E Murphy was elected to the Policy & Resources Committee.**

10 SUDBURY STEERING GROUP

Councillor Ms Murphy had circulated the notes from the Steering Group meeting. A copy of these are shown at minute page 607.

Members raised concerns that the Steering Group meets before the Council or any other organisation can discuss the proposals. Therefore, any opinion given, is a personal one rather than that of the group they represent.

Councillor Mrs Osborne advised that Fiona Duhamel, Assistant Director for Economic Development & Regeneration at Babergh District Council, was invited to attend this meeting but was not available. She has indicated that she will try to attend the November meeting of full council to explain the proposals and discuss them with members.

**RESOLVED**

**That Fiona Duhamel be invited to attend the November meeting of the Council.**

**That the Town Clerk send an email to the Chairman of the Sudbury Steering Group emphasising that, unless all members have the opportunity to discuss detailed proposals prior to a Sudbury Steering Group meeting, any views given by the Town Council's representative will be personal ones, rather than the considered view of the Council as a whole.**

11 PAY SCALES FOR YEAR 2020/2021

The Finance Committee recommended to the full Council that the pay scales for the year 2020/2021, as negotiated by NALC, be approved.

**RESOLVED**

**That under the power LGA 1972 s112 members approve the new pay scales for FY 2020/21 as recommended by the Finance Committee.**

12 EXTERNAL AUDITORS' REPORT

Members reviewed the external auditors' report for the financial year 2019/2020.

A copy of the report is shown at minute page 610.

**RESOLVED**

**That the contents of the external auditors' report be NOTED.**

13 GRANT AID APPLICATIONS

The Finance Committee recommended to full Council the approval of two grant aid applications, one of £6,168 for the Bridge Project and the other of £8,000 for the Sudbury and District Citizens Advice.

**RESOLVED**

**That under the General Power of Competence in the Localism Act 2011, ss. 1-8, they approve a grant in the sum of £6,168 to The Bridge Project Sudbury to support their relocation project.**

**That under the General Power of Competence in the Localism Act 2011, ss. 1-8, they approve a grant in the sum of £8,000 for Sudbury & District Citizens Advice to support their running costs.**

14 CHANGES TO THE BANKING MANDATE

The Town Clerk requested that members agree to a change to the bank mandate to bring it in line with the Financial Regulations agreed in September 2020. Currently any authorised person can transfer an unlimited amount of money out of the Town Council's bank accounts. The Financial Regulations require that service administrators have an additional approval by another person before large amounts of money can be transferred. The Finance Committee have agreed with the Town Clerks proposal that a second signatory should be required for the transfer of sums over £10,000.

**RESOLVED**

**That members approve an amendment to the banking mandate with Lloyds Bank plc in accordance with the Financial Regulations par#6.15 by introducing a payment restriction level of £10,000 for a Service Administrator. Any payment over £10,000 must have a second approval by the Town Clerk or RFO.**

15 COVID-19 EMR

In April the Finance Committee established an earmarked reserve (EMR) for COVID-19 with a sum of £5,000 for a limited period of six months. Now that six months have passed, but COVID is still a serious issue, the Finance Committee have recommended an extension of this EMR for a further six months and that a transfer of a further £2,000 be made from general reserves to the COVID-19 EMR.

**RESOLVED**

**That the COVID-19 EMR be extended for a further 6 months.**

**That £2,000 be transferred from General Reserves to the COVID-19 EMR fund.**

16 BINDING OF MINUTES

To approve the binding of the 2019 minutes at a cost up to £500, as detailed in the current budget.

**RESOLVED**

**That under the power LGA 1972 s111, members approve payment up to £500 for the binding of the 2019 minutes.**

17 MAYOR'S ANNOUNCEMENTS

The Mayor reported that, due to COVID-19, he had been limited in the events that he could attend. He had however attended a photoshoot at St Peter's celebrating their successful bid for a National Lottery Heritage Fund grant.

The business of the meeting was concluded at 20.25pm

Chairman.....

# September 2020 Monthly Parish Newsletter

**Visit suffolk.gov.uk/coronavirus for health advice, service changes, business support and schools' guidance.**

**Keep up to date on the latest guidance on Covid-19 from central government here: www.gov.uk/coronavirus**

## Council announces £300,000 for electric vehicle charging points in rural Suffolk

100 fast charging points for electric vehicles will be installed in rural parts of the county by Suffolk County Council.

The council will be reaching out to interested parish and town councils and non-profit organisations to put in fast chargers where there are currently none. The funding will cover the installation and set-up costs, meaning very little expense for the hosts and possibly creating a source of income for them.

This project is the first to benefit from the council's Suffolk 2020 Fund, which was announced earlier this year. This is a £3m fund for the council's own projects to bid into. Projects must help address the council's climate emergency declaration and must improve Suffolk for all residents in years to come.

The £300,000 award will link into the council's existing Plug In Suffolk project, which was launched in February 2019. It is the UK's first 'fully open' public fast charging network for electric vehicles, meaning drivers simply pay by contactless payment with no need to register their details.

**Councillor Richard Rout, Cabinet Member for Environment and Public Protection at Suffolk County Council, said:**

"Ultra-low emission vehicle ownership has nearly trebled in the last three years in Suffolk and I want to this to continue by making it even more convenient to charge

up across the county. I'd like to see fast charging points at our rural village halls, community buildings, sports clubs, places of worship and in small villages. We can now make this a reality and hopefully provide the host with a source of income too.

"If you look at a map of existing charging points in the county, there are big gaps – and one of the barriers to people switching to an electric vehicle is lack of confidence about finding a place to charge. This funding will help fill those gaps and give people that confidence. Once these charging points are installed, Suffolk will have one of the best rural charging networks in the country.

"We will be contributing to better air quality, reducing carbon emissions and cutting down our reliance on fossil fuels – all supporting our climate emergency declaration and ambition to create the greenest county.

"A better charging network can also help Suffolk economically. The UK's electric vehicle owners can look fondly on Suffolk as an even more welcoming destination, as they will be able to charge their cars right across the county."

The fast charging points supplied by Plug In Suffolk do not require any registration, membership or apps - drivers simply park, plug in and charge using contactless payment.

There have already been expressions of interest for charging points from around 20 suitable sites. In the coming weeks, officers from Suffolk County Council will be contacting town and parish councils to investigate more possible locations.

For further information on Plug In Suffolk or to apply to join the network, visit **www.greensuffolk.org/plug-in-suffolk**

## Plotting the road to COVID recovery – Leaders agree £3.4 million investment in Suffolk's future

On 25 September, Suffolk's public sector leaders met to agree collective action as part of Suffolk's recovery from COVID-19 over the coming months.

To kickstart the process, the group agreed in principle to a significant investment of £3.4 million towards key priorities to support Suffolk's communities and businesses, addressing some of the challenges people currently face, including isolation, hardship, exploitation and the uncertainty of the economy.

As part of the first phase of supporting Suffolk's recovery, the following funding was agreed to support some of Suffolk's immediate areas of focus:

- **Driving inclusive economic growth** – investing in recovery (visitor economy/local investment) and the Suffolk Growth Partnership - £1,302,500m (over three years).
- **Supporting the most vulnerable** – hardship funding - £800,000.
- **Community safety** – tackling gangs and county lines – £1,352,202m (over three years).

**Councillor Matthew Hicks, Chair of Suffolk Public Sector Leaders Group, said:**

"On behalf of all members of this group and the organisations we represent, I want to pay tribute to everyone involved in Suffolk's response to COVID-19. Over the last few months, we have all seen how Suffolk is blessed with so many people willing to volunteer their time to support one another, and businesses which have found ways to adapt and continue through incredibly tough times. Across Suffolk's public sector we have dedicated staff who have all risen to the challenge to maintain essential services under immense pressure and develop innovative solutions to get help to those who need it when they need it most.

"Whilst we continue to respond to the pandemic, now is the right time to begin thinking and planning for what Suffolk's recovery from COVID may look like. Today's meeting was all about moving forward together and setting the focus on our strengths and weaknesses to understand how we can complement the work of one another. The way in which Suffolk's public sector has risen to the complex challenges in responding to Covid-19 so far is testament to our approach, and that's how we wish to continue into recovery.

"We now have the opportunity to develop collaborative plans that provide a clear direction for Suffolk's recovery, supported by active engagement and consultation with all of our communities. Many of us now work, socialise and go about our lives in different ways to how we did before COVID and there are opportunities as a result of this that we need to give consideration to. We need to think about a bigger conversation in time through which our communities can help shape the delivery of services as we hopefully move through a recovery from COVID-19."

As the national response to COVID-19 continues, it is important for Suffolk to establish an approach to recovery that is inclusive, people-focussed, and sustainable during these challenging times. Suffolk's public sector leaders are committed to driving the services and support that communities and businesses across Suffolk need as the first steps towards recovery from the pandemic begin.

Every leader and their organisation has been at the forefront of the local response, playing a key role throughout the last seven months. The response through Home But Not Alone has proven a real success, bringing together services and volunteers with those who need support. The established PPE team, which formed part of the Suffolk Resilience Forum's response, has successfully sourced and supplied vital equipment where it is needed most.

Whilst it is essential that individual organisations across Suffolk's public sector have their own recovery plans and processes in place, agreeing funding for these key areas is another clear sign of the collaborative focus that all of Suffolk's Public Sector Leaders recognise in supporting their priorities, including: creating strong communities, supporting the most vulnerable, inclusive economic growth, tackling climate change, improving health and care, improving community safety, and securing fairer funding for local public services.

## Preliminary work begins on Lowestoft's Gull Wing

Preparations for Lowestoft's new Gull Wing bridge have started with an archaeological survey.

Now that Suffolk County Council's Cabinet has given the final green light for the project, Suffolk-based company, Archaeological Solutions Ltd, is digging trial trenches to find out if there are any archaeological remains relating to activity on the river's edge.

There are deep layers of more recent material beneath the current site surface, which was bought in to level the site.

**A council spokesperson said:**

"We are undertaking this archaeological work at the earliest possible stage, so that we give ourselves plenty of time to manage anything that might be discovered. This means that we can keep to our timetable of beginning construction work in Spring 2021."

An archaeological survey of the site is a formal requirement before any work on the main construction can start. The council's own Archaeology Service will oversee the works to ensure that the site is properly mapped and that any finds are recorded.

The project's full business case has now been submitted to the Department for Transport and once reviewed will enable the government's £73.39m funding to be accessed. Details of the company which has secured the construction contract will be announced shortly, with the Gull Wing scheduled to open in the summer of 2023.

## County Council unable to support plans for Sizewell C

Suffolk County Council has stated it cannot support EDF Energy's plans for Sizewell C in its current form.

A report, and accompanying supporting documents, discussed at the Cabinet meeting on 22 September, focussed on significant concerns regarding transport impacts, site design, and the environmental impact on the Suffolk coast which remain unanswered by EDF Energy. Details of the council's position will be shared as Relevant Representations with the Government's Planning Inspectorate, which is overseeing the process for this proposed development.

It is very clear from the Council's representations that the current proposals do not sufficiently avoid, minimise, mitigate or compensate impacts of the proposed development. Many issues raised in previous rounds of consultations remain outstanding, and the lack of improvement and progress regarding many of these issues is very disappointing considering how early in the development process the council raised its concerns. The Relevant Representation document fully details the council's proposed position and lists the areas where it believes EDF Energy needs to undertake further work.

Suffolk County Council has always supported the principle of a new nuclear power station at Sizewell and recognises that Sizewell C would offer an important

contribution to the national energy strategy. The council would also welcome the benefits of new jobs and skills. However, it cannot support the current proposals presented by EDF Energy as they stand today.

The council does not support EDF Energy's proposed transport strategy as it remains predominantly lorry-based and, in the council's view, is unsustainable. The authority strongly believes that an increased proportion of rail and sea transport is reasonably achievable and, in its current form, the transport impacts on Suffolk's highway network are unacceptable.

The Relevant Representation document published goes into greater detail on other areas of concern, including:

- Proposals to have additional pylons on site.
- Ecological damage.
- Suitable mitigation to protect local wildlife species.
- Appropriate levels of funding for mitigation measures and compensation to support the impact on the local community and related infrastructure.

**Councillor Richard Rout, Cabinet Member for Environment and Public Protection at Suffolk County Council, said:**

"I cannot support EDF Energy's proposal as it currently stands. I have huge concerns regarding a number of impacts that I do not believe EDF Energy has appropriately addressed.

"On behalf of the communities around this area of East Suffolk and the wider county, we have repeatedly asked EDF Energy to explore alternative methods of delivering key aspects of this development to reduce the impact on local people and wildlife. We remain very disappointed that the transport strategy presented by EDF Energy relies heavily on road-based haulage for materials. In its current form, we don't believe it is a sustainable solution with its massive impact on the environment and our communities and a much higher number of heavy goods vehicles taking to Suffolk's roads than our existing infrastructure can handle.

"We believe there needs to be much more work done to increase rail or sea transport to alleviate some of the pressure due to be put on our road network and our communities.

"We cannot look past the significant environmental impacts that have not been mitigated nearly as much as we would expect. We believe the proposed use of pylons is an unnecessary blight on the landscape and the effects on local wildlife and wider environment have not been mitigated to our satisfaction. Therefore, we believe serious discussions are required to explore what further avoidance, mitigation and compensation can be offered should the Secretary of State decide to give his approval at this point."

**Councillor Matthew Hicks, Leader of Suffolk County Council, added:**

"Suffolk County Council has always supported the principle of a new nuclear power station at Sizewell, recognising the important contribution to the national energy strategy and the large economic boost such a development could bring to our

county. Our position has always been that we needed to see if the advantages could outweigh the disadvantages. Unfortunately, as these plans stand, the disadvantages heavily outweigh the advantages. There is much work for EDF to do in addressing our concerns and the concerns of our communities."

The council accepts that EDF Energy has addressed some of the authority's previous concerns following successful representations from both Suffolk County Council and East Suffolk Council, alongside local stakeholders. These areas include; improvements to the design of non-nuclear buildings on site, moving the training centre away from its proposed location at Goose Hill in the Area of Outstanding Natural Beauty, and a Public Services Fund to mitigate costs for county council services.

To view the Cabinet report and accompanying draft Relevant Representation document, visit **committeeminutes.suffolk.gov.uk**.

## Successful £4.4m adaptive street lighting project celebrates first year

On 17 September, Suffolk celebrated a successful first year of its £4.4m Live Labs project – 'A Smarter Suffolk'.

Suffolk's Live Lab project is part of the ADEPT SMART Places Live Labs Programme - a £22.9m project funded by the Department for Transport. Suffolk was one of nine local authorities to successfully bid for funding.

The main aim of Suffolk's Live Lab is to use its existing street lighting infrastructure to provide a showcase of innovative technologies that bring efficiencies to Suffolk County Council now, and potentially to other local authorities in future.

Benefits from these technologies are set to revolutionise the way services are delivered by local authorities through the collection of data from sensors placed on street lighting columns throughout the county. As well as working with the University of Suffolk and BT, Suffolk has spent the last year negotiating with potential providers of a wide range of such sensors so that they can be deployed in different environmental conditions - namely urban, rural and coastal locations.

The project will enable local authorities to monitor aspects such as weather, air quality, road surface temperatures, and traffic volumes, as well as create on-street electric vehicle charging and support the deployment of 5G infrastructure by the mobile network operators.

So far, Suffolk has installed 43 sensors, with plans to install hundreds more over the coming months.

The data being gathered can help to provide a picture of road use. This will be particularly valuable in areas where COVID-19 related initiatives such as cycle lanes have been implemented, as data for before and after implementation can be analysed. The original two-year timescale for the Suffolk Live Labs project was recently extended by six months to account for the impact of COVID-19. This allows a greater time period to analyse incoming data from the deployed sensors.

**Councillor Andrew Reid, Suffolk County Council's Cabinet Member responsible for Highways, Transport and Rural Affairs, said:**

"Our Live Labs project in Suffolk is going from strength to strength and I'm delighted with the progress made to date. Although seemingly complex, the placement of these sensors, and the data we are receiving from them, will help make council services run smoother and more efficiently now and in future.

"We have also been able to ramp up activity during the recent months and use the data we are receiving to help paint a local picture of highway use during lockdown.

"The Live Labs project and related funding has given us the opportunity to test innovative and pioneering technology in a live environment, meaning the data we receive can be put to good use, providing real and tangible benefits."

## Window now open to apply for primary and secondary school places

Parents and carers can now apply for primary and secondary school places for September 2021.

The deadline for applications to secure a place at a Suffolk secondary school is Saturday 31 October 2020 and for primary schools it is Friday 15 January 2021. Secondary schools include high and upper schools and primary schools include infant, junior and middle schools. All applications received by these dates are processed at the same time, using the schools' oversubscription criteria to prioritise applications where necessary. Late applications are processed after all of those received on time.

Last year, Suffolk County Council received just over 16,000 applications from parents and carers indicating at which school they would prefer their child to be educated from September 2020. Nearly 93% of applicants received offers for their first preference school and almost 98% of applicants received an offer for one of their top three preferred schools.

Before making a school application, parents and carers need to consider how they will get their child to and from school. School Travel eligibility is based on a child attending the nearest suitable school that would have had a place available. This might not be the catchment area school. To find out more about SCC's school travel policy please visit **suffolkonboard.com/schooltravel**.

**Councillor Mary Evans, Suffolk County Council's Cabinet Member for Children's Services, Education and Skills, said:**

"Making the right school choice is one of the most important decisions a parent makes on behalf of their child. It is important that parents and carers complete and submit their application by the closing date to give their child the best chance of getting a place at one of their preferred schools. We also recommend applying for more than one school and you can list up to three schools on the application form."

"Parents and carers also need to consider carefully how their child will travel to school before they apply for a school place. I would strongly recommend that you

check which school is your nearest suitable school on our Nearest School Checker because this might not be your catchment area school. This can be found at **www.suffolk.gov.uk.school-catchment-areas**."

Parents and carers should apply for a school place online at **suffolk.gov.uk/admissions** as they will then receive confirmation that we have received their application. If for any reason parents and carers are unable to apply online, they should apply on a paper CAF1 application form. Suffolk County Council is unable to acknowledge receipt of paper applications and therefore suggest that proof of posting is obtained.

If families are planning to move house, or think their circumstances may change before September, it is still important to make an application on time. Advice and guidance about the application process is available at **suffolk.gov.uk/admissions**.

Families who apply online will be able to log on to the Online Service on the National Offer Day, which is Monday 1 March 2021 for secondary school places and Friday 16 April 2021 for primary school places, to see their offer of a school place. They will receive an email to confirm this offer on the same day. Offer letters will be sent by second class post to applicants who made a paper application.

Information to help parents and carers make their application is available at **suffolk.gov.uk/admissions**.

## 1,500-year-old cemetery discovered near Suffolk coast

On 16 September, it was reported that a large Anglo-Saxon cemetery, dating back as early as the 6th Century, has been revealed in Suffolk.

Excavations took place at Oulton, near Lowestoft, ahead of a housing development being built by Persimmon Homes Anglia. Over 200 sets of remains were discovered, with some graves containing copper-alloy brooches, wrist clasps, strings of beads made of amber and glass, small iron knives and silver pennies.

The excavation of such cemeteries in their entirety is rare in England. The site has similarities with nearby Sutton Hoo and Snape, with the unusual phenomenon of many skeletons only visible as 'sand-silhouettes', a delicate form of preservation.

**Andrew Peachey of Archaeological Solutions Ltd, who carried out the excavations, said:**

"Our archaeologists painstakingly excavated the delicate remains of 17 cremations and 191 inhumation burials. Due to the highly acidic soil the skeletons had mostly vanished and were luckily preserved as fragile shapes and shadows in the sand. These shadows also revealed traces of the wooden coffins that some of the individuals were buried in.

"Unusually, many graves also included fragments of pottery and in some cases complete decorated pots. Weapons were rare, with a sword in one grave, iron spear heads in three others, and at least one shield – the metal fittings of the shield remained in place around the silhouette of the dissolved wooden boards. Many of the artefacts were so fragile they had to be block lifted for micro-excavation in the

labs at Norfolk Museum Service for analysis and conservation – they were even able to recover pieces of textiles and leather."

The site appears to represent a small farming community buried over several generations with male, female, child and infant burials. Interestingly, the cemetery was in continuous use during a time which saw major changes in burial practice and the conversion to Christianity.

**The work was monitored by officers from the Suffolk County Council Archaeological Service, a spokesperson said:**

"This is a nationally significant discovery and continues to evidence what a historic place Suffolk is. The site lies within the 7th Century Kingdom of the East Angles, made famous by the royal burial ground at nearby Sutton Hoo. It is important we oversee and record this work so that we can understand the community buried here and its connections to other finds in Oulton and the nearby settlements and cemeteries at Carlton Colville and Flixton.

"The work here would not have been possible without the generosity of Persimmon Homes, the expertise of Archaeological Solutions Ltd and the work of our officers to make sure that the cemetery was recorded and excavated to the highest standards."

All remains have now been fully excavated ahead of the development and are undergoing post excavation analysis. The area has been fully mapped and recorded and building work has now begun. The finds and remains will now undergo specialist analysis, details of the site will be documented, and the entire archive will be deposited with Suffolk County Council's Archaeology Service. Once this work is complete, they will be available for researchers and local museums to borrow on loan for display to the public.

## Suffolk County Council welcomes public consultation on improving rail capacity at Ely

Suffolk County Council supports Network Rail's proposal to unlock rail capacity at Ely for passenger and freight services.

Achieving an hourly Ipswich to Peterborough passenger rail service and enabling more freight to travel by rail has moved a step closer with the announcement that Network Rail will be seeking the public's views on a proposed scheme that will unlock rail congestion at Ely Station.

The railway track through Ely Station forms part of a key rail corridor for passenger services running from Suffolk to Peterborough, the Midlands and the North. It also forms part of the Freight Rail Network that links freight rail services from the Port of Felixstowe to the Midlands and to the North of England.

Network Rail will be gathering views from members of the public by hosting a series of online events. The results of the consultation will then be used to develop a business case for investing in rail infrastructure that will unlock the congested area at Ely Station.

**Councillor Andrew Reid, Cabinet Member for Highways, Transport and Rural Affairs at Suffolk County Council, said:**

"This is a big deal for Suffolk and East Anglia. Unlocking rail capacity at Ely will go a long way to enabling Suffolk to achieve an hourly passenger rail service between Ipswich and Peterborough (which currently operates two-hourly), and to provide additional train paths for more freight rail services to travel from the Port of Felixstowe. Ely currently acts as a blocker to Suffolk achieving both of these things.

"Suffolk County Council has worked with the Ely Taskforce to ensure that the rail capacity issues at Ely Station receives the recognition they desperately deserve, and most importantly that solutions are found to address the capacity constraints."

Network Rail launched their public consultation on the Ely Area Capacity Enhancement Scheme (EACE) on Monday 21 September. The consultation will run for six weeks. **Details of the rail project and the public consultation can be found at networkrail.co.uk**.

## Have your say on a new political map for Suffolk County Council

New boundaries are being proposed for council divisions in Suffolk County Council.

The Local Government Boundary Commission wants to hear what residents and local organisations think about the proposals. A 10-week consultation on the proposals will run until 23 November 2020.

The Boundary Commission is the independent body that draws these boundaries. It is reviewing Suffolk County Council to make sure councillors will represent about the same number of electors, and that division arrangements will help the council work effectively.

The Commission has published proposals for changes to Suffolk County Council. It is proposing that there should be 70 councillors in future: five fewer than now. The recommendations also outline how those councillors should represent 70 single-councillor divisions across the county. The boundaries of all existing divisions should change except for one.

**Launching the consultation Professor Colin Mellors, Chair of the Boundary Commission, said:**

"We have drawn up proposals for new divisions in Suffolk County Council. We want to make sure these new electoral arrangements reflect communities. We also want them to be easy to understand and convenient for local people.

"Residents and local organisations can help us do that. We would like them to let us know whether they agree with our proposals before we take final decisions.

"It's easy to get involved. Go to our website. Or you can e-mail or write to us.

"Just tell us what you think and give us some details why you think that. It's really simple, so do get involved"

The Commission has a dedicated section on its website where people can see the detail of the proposals and comment on the names of divisions, their boundaries and the number of councillors per division: https://consultation.lgbce.org.uk/node/18495

People can also give their views by e-mail at reviews@lgbce.org.uk, and by post to:

The Review Officer for Suffolk County Council
GBCE c/o Cleardata
Innovation House
Coniston Court
Riverside Business Park
Blyth
NE24 4RP

County Council report to the October 2020 Town Council Meeting

Tuesday, 13 October 2020

Dear Colleagues

As a result of the strict Pandemic and Government advice to work from Home where possible, most of the County Staff and Officers are doing just that, the problem with that is that it's sometimes difficult to get a face to face conversation.

Some of the activities that I have engaged in affecting Sudbury and surrounding areas:

Cross Street, I have been engaging with a road safety Officer concerning speeding traffic that is perceived by residents to be caused by the removal of parking on Cross Street as a consequence to improve environment in that area, quite clearly the Council had a responsibility to take action. I have engaged also with the Police who are monitoring the situation, I have also requested a crossing so that pedestrians can cross the street safely, the initial reaction was less positive than I had hoped.

Ballingdon Street, I was contacted by residents concerning two issues, the first a long standing matter concerning double yellow lines outside what was 'Braybrook's Dairy' I have agreed with safety officers to reduce the double yellow lines to allow a further 2/3 parking spaces The second concerns waste water gullies that connect the drainpipes with the road drains as several houses in the area do not have independent drains, the Council have said that they will no longer maintain or repair the gullies as it is the responsibility of the home owner and they sent around a letter stating that they will take action against any house holder that do not maintain them, this matter is still ongoing.

The Bus & Emergency services crossing between Clermont Avenue and Chaucer road, this problem keeps coming up, the main issue is that it is constantly being blocked by parking vehicles, one vehicle in particular, I am being advised that it should be reported to the Police, the County council seem to be skirting around the issue.

We have regular updates with a number of Officers to discuss their particular areas of responsibility, Children & Young People, Adult Care, Highways, Staffing matters, etc. all virtually.

The Boundary Commission have announced their interim proposals for the County elections in 2025, it seems their favoured Boundaries that will affect Sudbury is to link Sudbury East Ward to Great Cornard, a level of consultation on the issue is from September to December, not sure of the end date.

Jack Owen County Cllr

Babergh and Mid Suffolk District Councils have been awarded £100,000, through the Government's Next Steps Accommodation Programme. This is to help cover the costs of commercial hotels needed to provide accommodation and support during the colder weather.

The funding has been awarded as part of the government's commitment to end rough sleeping for good.

This additional funding will ensure that we will be able to offer short-term accommodation for the most vulnerable over the winter period. It reduces the financial impact of using commercial accommodation and supports our efforts to help keep people off the streets, particularly during cold winter nights.

Babergh and Mid Suffolk District Councils have approved a response to the Government's planning consultation – with councillors in agreement that proposed changes would not support the councils' ambition to build thriving communities with bright and healthy futures.

The Government recently published two consultation papers outlining major changes in planning. One sets out proposals for a completely new national planning system. The other suggests shorter-term amendments to the current system, which would take effect more quickly.

Babergh's cabinet has approved plans which will see the management of public open spaces, playgrounds, and litter bins move in-house, in line with neighbouring Mid Suffolk from next year.

This will enable the service to be more efficient and effective. Town and Parish Councils will be given the opportunity to take on some of these services and discussion will be taken place with those expressing an interest.

Fresh plans for the future of Sudbury town centre were unveiled at the recent Sudbury Vision Steering Group meeting. The draft master plans offer of a fresh, holistic approach for the future of Belle Vue Park, Hamilton Road quarter and Market Hill by creating better connectivity and co-ordinated site master planning. The next step in developing these plans will be a public engagement around the design of Market Hill .

Babergh District Council has welcomed the announcement of new owners at the former Avent manufacturing facility on Lower Road in Glemsford. The site has been sold to GCB Cocoa UK Limited, a subsidiary of the Malaysian firm Guan Chong Berhad (GCB) Group. The site will now be used to manufacture a range of cocoa products.

To conclude I am happy to report that the Office of National Statistics has shown that the areas with the highest mean scores for Life Satisfaction were Babergh – which covers Sudbury , Hadleigh and Lavenham – with 8.24, St Edmundsbury with 7.83 and Mid Suffolk with 7.78.

SUDBURY Vision

# SUDBURY STEERING GROUP NOTES OF MEETING

**28th September 2020** (4pm – 6pm) LOCATION: VIRTUAL TEAMS meeting

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**ATTENDEES: Cllr Michael Holt (MH) (Chair), Cllr Jack Owen (JO), Simon Barrett (SBa), Oliver Forder (OF), Robin Bailey (RB), Cllr Peter Beer (PB), Cllr Andrew Reid (AR), (TL) Cllr Ellen Murphy(EM), Mark Bills (MB); Guests – Simon Slater (HBS); Chris Carolan (WSP)**
**Officers in attendance: Ciaran Griffin, Rachel Price (RP) (STC), Fiona Duhamel (FD), Richard Hunt (RH), Jacqueline French(JF), Suzanne Buck (SBu)**

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1. **Welcome and introductions:**
   Apologies received from: Tracey Loynds, Peter Funnell, Ken MacDonald

   Cllr MH welcomed the Steering Group and public guests to the meeting and set out the opportunities for public observers to ask questions in relation to specific agenda items.

2. **Terms of Reference**
   The Steering Group agreed the revised Terms of Reference circulated as part of an annual review.

   **Action: The Terms of Reference were adopted and will be updated on the Sudbury Vision Steering Group web page.**

3. **Belle Vue and Hamilton Road Quarter masterplan development**
   FD introduced the presentation from architects HBS. Particular emphasis was made that the plans presented were very early stages and were work in progress.

   The direction given for this work was to reset proposals in a more integrated masterplan for the town centre, linking up Belle Vue and Hamilton Road Quarter (HRQ) schemes. The emphasis has been on greater town centre connectivity. For HRQ this included connectivity from the station through the site to Market Hill, with the potential for courtyards and interlinked spaces for commercial and residential purpose.

   For Belle Vue 3 options were presented incorporating improved access, visibility and linkage through park entrances, and the development of retirement living accommodation space. Options for a community space, toilets, and café were included in options.
   The Steering Group were asked for feedback on the direction of travel to develop preferred options.

   **Action: The clear preference from the Steering Group at this point was to develop further thinking and designs for option 3, and to a lesser extent option 1, along with more information around costings and viability.**

   The key feedback areas from the Steering Group included;
   The preference for delivering lower height elevations for the retirement living block

SUDBURY Vision

Traffic access on Newton Road was considered with SCC highways.
Further information around the economic case was modelled, noting that option 1 and 3 entrances were more expensive in accommodating the access to the parks differing ground levels.
Setting back of the site will enable more space for pedestrian and cycling use. SBu added that at the roundabout junction this also would enable a pedestrian crossing option.

The presentation and early concept plans are available on the Sudbury Vision web page.
https://www.babergh.gov.uk/business/economic-development/town-centre-development/sudbury-steering-group/

4. **Market Hill Redesign concepts**
The phase 2 redesign proposals for the Market Hill were progressed following the feedback from the "What Next for Sudbury" event in January 2020, and Sudbury Vision Steering Group feedback on phase 1 outline plans. The phase 2 work has developed 3 concepts building on this work, introducing elements of greenery, and creative use and flexible use of areas of space across the 675 square metre space.
Design input has been received from engagement with business, retailers, traders, performers, taxis, and transport operators.
FD introduced the presentation from CC of WSP. The Steering group was asked to give a preferred option for further development and consultation.

**Action: The Steering Group strongly supported option B the "Bookend concept" to move forward as preferred option.**
There was a strong level of support for the transformative and positive potential of the "Bookend" concept that included a cultural square with seating and planters, civic area, and greened shaded areas (tree grove).

The presentation and preferred option is available to view on the Sudbury Vision web page.
https://www.babergh.gov.uk/business/economic-development/town-centre-development/sudbury-steering-group/

Feedback from the Steering Group included

The Cultural square was welcomed as transformative and relevant to the regenerative projects at Gainsborough's House and St Peters and vision for cultural tourism. Options for a coach drop off were noted by SBu.

The need to accommodate existing and growth of the Sudbury market within the space – this was confirmed.

Further work was noted reviewing blue badge holder space, parking permissions and taxi ranks or pick up points.

The design has taken into account the needs of the main A131 and the Friars St junction will be specifically checked. Plans do not encompass any traffic calming. Wider footpath options were welcomed on south side of St Peters.

SUDBURY Vision

Concerns regarding tree roots and maintenance. SBu confirmed SCC requirements in place relating to trees placements and roots, and that the concept developing may be more about "greening" than just trees. Shading planning remains important.

Disability parking and accessibility to remain in concept development.

Important to join up the cyclist and walking routes to and from Market Hill.

The importance of signposting and wayfinding alongside the concept.

**Progress on wayfinding will be reported at the next meeting.**

Cllr PB recorded that he did not support any of the options on the basis of the impact of parking space removal from Market Hill, and the ability of residents from neighbouring communities to visit and park in Sudbury.

Cllr MH reminded the group that any developed option would be open to public consultation.

5. **COVID-19 Recovery**
   **The Virtual High Street** was presented to the Steering Group. The Virtual High Street Sudbury will launch in October as a pilot before extending across the District. The platform will enable independent businesses access to a Sudbury Virtual High Street, offering another channel for trade, with promotion and online ordering and payment available. The collective "town" Virtual High Street will also enable the build of local loyalty and shop local behaviours that have grown in the emergency, along with online purchasing.

   Further information would be available on the web page around the launch.

6. **Sudbury Vision Delivery Programme**
   The programme update was circulated to members and will be updated on the Sudbury Vision Steering Group web page.

**The meeting closed at 6.15pm with Cllr Holt thanking the Steering Group and public guests for their contributions to the meeting.**

**Date of next meeting: 30th November 2020**

## Section 3 – External Auditor Report and Certificate 2019/20

In respect of **SUDBURY TOWN COUNCIL – SF0365**

### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

### 2 External auditor report 2019/20

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment.

### 3 External auditor certificate 2019/20

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature PKF Littlejohn LLP Date 22/09/2020

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2019/20 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

# Sudbury Town Council

## Notice of conclusion of audit

### Annual Governance & Accountability Return for the year ended 31 March 2020

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)

| | Notes |
|---|---|
| 1. The audit of accounts for **Sudbury Town Council** for the year ended 31 March 2020 has been completed and the accounts have been published. | This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 November. **This must include publication on the smaller authority's website.** The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years. |
| 2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of **Sudbury Town Council** on application to: | |
| (a) Town Clerk<br>Mr C Griffin | (a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR |
| (b) RFO<br>Mrs O Holtom | (b) Insert the hours during which inspection rights may be exercised |
| 3. Copies will be provided to any person on payment of £____ (c) for each copy of the Annual Governance & Accountability Return. | (c) Insert a reasonable sum for copying costs |
| Announcement made by: (d) O Holtom | (d) Insert the name and position of person placing the notice |
| Date of announcement: (e) 6.10.2020 | (e) Insert the date of placing of the notice |