

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE, ENVIRONMENT & HIGHWAYS COMMITTEE HELD IN
THE MAYOR'S PARLOUR, TOWN HALL ON TUESDAY 25TH SEPTEMBER 2018 AT 6.30PM**

PRESENT: Mr J Owen – Chair

Mr S Hall

Mr N Irwin

Mr J Sayers

Mrs J Budd – Assistant Town Clerk

Mrs J Antill – Chairman, Policy & Resources

1. SUBSTITUTES AND APOLOGIES

Any member attending as an approved substitute to report giving his/her name and the name of the member being substituted.

Apologies were received from Mr T Burrows, Mr L Cresswell, Mrs J Osborne and Mr R Spivey.

2. DECLARATIONS OF INTERESTS

Councillor J Owen declared he is a Suffolk County Councillor.

Councillor J Sayers declared a non pecuniary interest in agenda item 14b.

3. DECLARATION OF GIFTS AND HOSPITALITY

No declarations of gifts or hospitality were received.

4. REQUESTS FOR DISPENSATION

No requests for dispensation had been received.

5. MINUTES

RESOLVED

That the minutes of the Leisure, Environment & Highways meeting held on the 31st July 2018 be confirmed and signed as a correct record.

6. TOWN COUNCIL BUSINESS PLAN

Councillor Jenny Antill, Chairman of the Policy & Resources, attended the meeting to discuss with members the alterations to the proposed Business Plan. A copy is shown at minute page 416.

Members made the following comments:

- At what stage are discussions with Suffolk County Council regarding payment for additional works to be carried out by Sudbury Town Council?

- Is Sudbury Town Council responsible for **all** weed killing in the Town Centre?
- Can Melford Road be swept/cleaned where the cars are parked. (Similar to that carried out in Beaconsfield Road/Close). Obtain costings for a path sweeper.
- Events/Town Centre Manager – Councillor Antill advised that Miss Birrell was having to spend a huge amount of her time on admin for events, and not much time carrying out her role as Town Centre Manager. It was proposed to employ an apprentice to undertake some of this work.
- The business plan will be reviewed every three months by the Policy and Resources Committee. Each committee will address the issues they are responsible for.

RECOMMENDED

Point 7.2.1 – That discussions be held at the next meeting regarding the charges that should be made when the Wardens are used by other villages. An action plan should form part of the business plan to ensure the Wardens prioritise Sudbury.

Point 7.2.4 – That discussions be held by the Policy & Resources committee regarding possible ways to utilise the ‘second chapel’ space, currently used as a store.

Point 7.3 - That the events manager/town centre manager be invited to attend the October or November meeting of the Committee.

Point 10.2 - That prices be obtained for a mechanical path sweeper.

That subject to the comments made above, the amendments to the business plan be APPROVED.

7. LOCATION OF THE SILENT SOLDIER

At the Leisure meeting held in January, members agreed to purchase a ‘Silent Soldier’ to be used as part of the commemorations of 100 years of the end of WW1.

Mrs Budd informed members that an amazing 21,000 knitted and crocheted poppies had been attached to two large cargo nets. With the help of Suffolk Fire Brigade, the Community Wardens are to drape the nets down over the front corner of St Peter’s all the way down to the ground. Mrs Budd suggested that the Silent Soldier be placed at the bottom.

RECOMMENDED

That the Silent Soldier be placed at the bottom of the Poppy Cascade.

8. INSTALLATION OF A DEFIBRILLATOR

Members were advised that the installation of a Defibrillator on the front of the Town Hall has all been approved and will be installed in due course.

The gentleman who has paid for this, is now offering to pay for a second one.

The East Anglian Ambulance Service advise that each defibrillator covers an approximate 1 mile radius, and therefore wouldn’t recommend a second one within the Town Centre, however going out of Town towards Ballingdon would be a good option.

RECOMMENDED

That the gentleman be thanked for his generous offer, and recommend this new Defibrillator be located in Ballingdon Street.

That we obtain a list of locations of Defibrillators within Sudbury and the surrounding area, and that this be placed on our website.

Although a Defibrillator gives out instructions as you use it, members felt it would be beneficial to receive training, and maybe invite local organisations to take part.

That the Committee look at funding a third one in six months time.

9. STORAGE OF THE 1714 BREWERS MAP

Mrs Budd advised members that the original Brewers Map should be in storage at the records office, and forms part of the EE 501 Sudbury Borough collection of archives.

The map was lent to Gainsborough's House many years ago on a short term loan, however it has never been returned. During this time Gainsborough's House have paid to have the map restored and it is due to go on display in the gallery during October.

At the moment, if you search for the map within the National Archive, it states the map can be located at the record office. Members were asked to consider removing the map from the Records Office, and giving Gainsborough's House permanent loan of the map. The National Archive would be updated accordingly.

RECOMMENDED

That an agreement be drawn up giving Gainsborough's House permanent loan of the 1714 Brewers Map, on the condition that should anyone wish to view the map, they will be able to do so.

10. INSTALLATION OF AN INFORMATION BOARD AT THE BOTTOM OF NORTH STREET

A request from the Manager of Age Concern in Sudbury was discussed. She was requesting the installation of a large sign, (similar to that in Friars Street), advertising all the shops in North Street.

RECOMMENDED

That the Manager be advised that unfortunately the Town Council do have a budget for this. Currently the shop owners in Friars Street have to purchase the name plate to be installed on the sign.

If the North Street traders could self-fund a sign, then the Committee would discuss the matter again, in a hope to facilitate their request.

11. INSTALLATION OF A COMMUNITY NOTICE BOARD

Following a request from Councillor Luke Cresswell, members were requested to consider installing a Community Notice Board at Pine Croft Rise park.

RECOMMENDED

That costings be obtained and placed in the budget for 2019/2020. An actual location will be discussed once the notice board has been purchased.

12. HORTICULTURAL CONTRACTS

Members were requested to approve the wording of the new Horticultural Contracts. A copy of these is shown at minute page 424.

Mr Flowers requested the following amendments:

- The description of the contractor should be changed to read “Mr Gary Flowers trading as Flowers Groundcare”.
- If in agreement to carry out additional services beyond the specification then this should be at an additional fee.
- The current agreement is only for 12 months with an option to extend for a further four years if both parties agree. If this is the case then Mr Flowers has the right to increase the fee (by the rate of inflation) if the contract is extended.

RECOMMENDED

That subject to the above amendments, the wording of the Horticultural Contracts be approved.

13. BINGO SESSIONS

Mrs Budd advised members that following the group sessions attaching the knitted poppies onto the net, many people had commented on how much they had enjoyed the company, and in some cases a reason to come out. From this, an idea of holding bingo sessions in the town hall on a Thursday be considered. If any money raised was spent on good causes, a license would not be required. It was suggested that any ‘profit’ would go towards the OAP Christmas party.

RECOMMENDED

That bingo sessions be arranged, as soon as possible, once a month to start with. These could become more frequent if successful.

A percentage of the income to be used for the OAP Christmas party, with the remainder being used as cash prizes.

14. HIGHWAY ISSUES

a) Proposed new bus stop in Walnuttree Lane

This matter was discussed by the Committee at the July meeting, where members refused the proposal on the grounds of a bus stop being installed on the grass verge near the War Memorials, and they would prefer the money being used to update the existing bus stop.

A follow up email received from Suffolk County Council was discussed. It informed members that currently there are two bus stops registered in Gregory Street, the existing bus stop which is marked and used, as well as the proposed location on the junction of Walnuttree Lane, which isn't used. The existing bus stop is too close to the junction so it would be safer to remove this stop and improve the stop at Walnuttree Lane. Suffolk County Council felt that there is good visibility at the exit from Walnuttree Lane due to the large island area. Buses do not turn right at Church Place so there is no need for them to be in the right hand lane along this section.

In light of this information would Sudbury Town Council support Suffolk County Council's future application for CIL funding towards a new road kerb and shelter base.

RECOMMENDED

Members are still not happy with this proposal. Concern was raised that if a bus had stopped at the new location and was causing congestion, there could be a problem should the fire engine need to come out. This location is a dangerous place to cross, where as the existing stop there is a traffic island on the junction. Currently when driving down this road you can view the War memorial. They felt that a bus stop could be a 'blot on the landscape!'

b) Pollarding a tree in King Street

A quotation was received from Suffolk Tree Services regarding the pollarding a tree at the rear of St Peter's in King Street. The tree is extremely large and blocking the view of the clock.

This tree is the responsibility of Suffolk County Council, however they do not have the funds to do it. They have given Sudbury Town Council permission to do it. Councillor John Sayers has been pushing for this work to be completed for a long time. He is to give £200 and St Peter's are to give £100 towards the work. Sudbury in Bloom have also been asked to contribute.

RECOMMENDED

That the committee agree in principle to this work being completed, subject to funding being available.

That Flowers Groundcare be asked to provide a quote.

c) Acton Square

Following a request from Councillor Sue Ayres, members discussed the possibility of Acton Square being one-way.

RECOMMENDED

That members are unable to support this proposal.

d) Highways list

The Chairman advised members that unfortunately not much had changed on the highways list, although this had been forwarded in full to the Cabinet member for highways.

RECOMMENDED

That the ongoing issue of the failing lights on Ballingdon Bridge be chased with Suffolk County Council. That Community Warden Bradley Smith be asked to arrange the cleaning of the bridge, and invite Councillors to assist.

That the resurfacing of Newton Road be removed as this has now taken place.

That the Cabinet member again be sent the complete list and asked for an update on this and the email sent by Councillor Sayers relating to white lining.

15. MATTERS PENDING

Members discussed the Matters Pending list shown at minute page 426.

RECOMMENDED

Item 4 – Unfortunately there has been some big problems with the laying of the cement base on the Boating Pond. We are working closely with the Contractor to try and rectify this.

The Committee need to prepare a list of priorities for spending CIL money. This should be added onto the matters pending list.

The uplighters in the ground of Old Market Place have not worked for a long time. These should be added onto the matters pending list.

The meeting concluded at 8.35pm

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Chairman