

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE & ENVIRONMENT COMMITTEE HELD THROUGH VIDEO
TELECONFERENCING ON TUESDAY 23RD FEBRUARY 2021 AT 6.30PM**

PRESENT: Ms E Murphy – Chair

Mr O Forder
Mr S Hall
Mr J Owen

Mr C Griffin – Town Clerk
Mrs J Budd – Deputy Town Clerk

Councillor N Bennett was in attendance.

1. SUBSTITUTES AND APOLOGIES

Apologies for absence were received from Mr Cresswell, Ms Fowler, Mr Osborne and Mr Sayers.

2. DECLARATIONS OF INTERESTS

Councillor Owen declared that he was a Suffolk County Councillor.

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 Committee meeting held on the 26th January 2021 be confirmed and signed as a correct record. These had been approved and adopted at the February Full Council meeting.

6. RISK MANAGEMENT STRATEGY

The Town Clerk advised that, as requested at the February full council meeting, he had revised the way risks were assessed using a standard 5 x 5 likelihood versus impact matrix.

Risks to Sudbury Town Council would now be assessed using this matrix where their likelihood and impact in the three areas of physical injury, financial loss and reputational damage, would be scored.

This revised risk strategy would be discussed by each committee prior to it being proposed for adoption by the full Council in March. Any additional risks that members wished to add could be sent to the Town Clerk ahead of the Council meeting.

RECOMMENDED

That the Town Clerk's report be noted.

That any comments members had should be forwarded to the Town Clerk ahead of the full council meeting on the 9th March 2021.

7. SUDBURY ACTIVE TRAVEL POLICY

The Town Clerk has been contacted by a member of public regarding Sudbury's Active Travel Policy and the possibility of reforming the Cycling Group.

Members felt that the previously this group had concentrated on long distance cycling rather than locally, which currently is quite difficult to do. All physically active travel, cycling, walking, etc, should be discussed within the group.

RESOLVED

That draft Terms of Reference be drawn up by the Town Clerk to identify the exact purpose and remit of the Cycling Group. The group should be a working party under the direction of the Leisure and Environment Committee. Members of the working party could include non-councillors, therefore the public would be made aware of the formation of this group and anyone with an interest could volunteer to help. Once the level of interest was known, the Leisure and Environment Committee would decide on the appropriate membership.

8. FUTURE PUBLIC TOILET PROVISION IN SUDBURY

The Town Clerk advised that he had been approached by Babergh District Council regarding the future public toilet provision in Sudbury.

Babergh District Council were keen to work with the Town Council to provide this appropriate level of service in Sudbury. The old toilet block in Burkitts Lane had not been in use for many years and it might be more effective to sell this site for redevelopment and use the money to fund the rebuild of the toilets in Gaol Lane to a modern standard. Although the toilets at the bus station were in a poor condition, due to the plans to redevelop the Hamilton Road area in the near future, these were a low priority and would be subsumed in the new development. The plans for Belle View Park also included new toilets and these, together with Gaol Lane would be the corner stones of future provision, supported by other facilities such as St Peter's when open. Members were asked to support this general approach.

RESOLVED

That the committee supported this approach in principle and were keen to see that all the monies received from the sale of Burkitts Lane toilets would be used to fund other modern, high quality toilets in Sudbury.

9. REFURBISHMENT OF THE CEMETERY GATES

Following a visit to the cemetery, the Town Clerk advised that the Cemetery Gates were in desperate need of refurbishment. As well as general wear and tear, there was serious rust, and some bars and finials were now missing.

Members were requested to approve that the Town Clerk obtain quotes to have the gates refurbished to a good standard. This would probably involved having the gates taken away, stripped of all paint and rust, then repaired by a blacksmith, re-painted and re-hung.

RESOLVED

That the Town Clerk obtain quotes for the refurbishment of both the main gates and those on the Constitution Hill entrance.

10. CEMETERY FEES

The Town Clerk advised members that he conducted a review of the Cemetery fees and, due to the ongoing pandemic, he recommended that there should be no increase the general fees for the next year, but he felt that a couple of items needed to be included or clarified. These were:

PART 1

1. f) Supplement for a very large casket £100.00

PART 2

4. Administration fee for the replacement of lost exclusive right of burial documents £ 54.00
5. Administration fee for an extended search for lost documents (per additional hour after 2 hours) £ 25.00

NOTES: That the reduction of 50% in the fees for the purchase of exclusive rights in respect of the burial of a child whose age at the time of death did not exceed ten years should also include the burial of cremated remains (paragraph 2).

PART 4

4. Extended search for documents (per additional hour after the first hour) £ 25.00

RESOLVED

That the additional information and fees detailed above be approved and come into effect from 1st April 2021.

11. PURCHASE OF DOG FOULING BAGS

Members were requested to approve spending of up to £1,600 excluding VAT for the purchase of dog fouling bags. Funding for these bags is received from the recycling companies responsible for the bottle banks in Sudbury.

RESOLVED

That under the power of Public Health Act 1936 s.260, members approved the purchase of dog fouling bags at a cost of up to £1,600.

12. PURCHASE OF CROWD CONTROL BARRIERS

Members were requested to approve spending of up to £1,400 excluding VAT for the purchase of crowd control barriers. Funding for these was included within the current FY 2020/21 budget.

RESOLVED

That under the power of Public Health Act 1875 s.164, members approved the purchase of crowd control barriers up to a cost of £1,400 excluding VAT.

13. COLCHESTER ZOO TICKETS

Just before the initial 'lockdown' the Town Council had purchased 100 Colchester Zoo tickets for resale through the Tourist Information Centre. Unfortunately, the Zoo had been closed for most of the year due to COVID-19 and so the tickets had not been sold. These tickets had an expiry date and the Zoo had extended them once already, free of charge. However due to length of the COVID lockdown, these tickets have still not been sold.

The Zoo has now offered to extend the expiry date of the tickets to the 11th March 2022 for a fee of £116.65.

RESOLVED

That under the powers Local Government Act 1972 s.145 members agree payment of £116.65 to have the zoo tickets extended until the 11th March 2022.

7.14pm EXCLUSION OF PUBLIC (WHICH TERM INCLUDES THE PRESS)

That pursuant to the Local Government Act 1972 s.100A(4), the public be excluded from the meeting for the business specified in items 14 and 15 on the grounds that if the public were present during this item, it is likely that there would be disclosure to them of exempt information.

14. FARMERS MARKET

A private and confidential report is shown at minute page 134.

15. CCTV

A private and confidential report is shown at minute page 135.

The meeting concluded at 8.02 pm

..... Chairman