

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD IN
THE MAYOR'S PARLOUR, TOWN HALL ON TUESDAY 15TH MAY 2018 AT 6.30PM**

PRESENT: Mrs J Antill – Chair

Mr L Cresswell
Mr R Drury
Mr A Osborne

Mrs J Howells – Town Clerk
Mr S Hall
Mr J Sayers

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 J Owen and Mr R Spivey
Mrs S Page and Mr S Barrett were also absent from the meeting.**

2. **DECLARATIONS OF INTERESTS**

Mr Osborne declared that he is a Babergh District 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. **RESOLVED**

That the minutes of the Policy and Resources meeting held on the 17th April 2018 be confirmed and signed as a correct record.

6. **SUDBURY VISION FOR PROSPERITY AND VISION FOR SUDBURY DOCUMENTS**

Councillors discussed the draft Sudbury Vision for Prosperity document being developed by BDC. The draft document will be discussed by BDC councillors in June.

Councillors commented on the marketing and branding section relating to the strategy to promote tourism and investment. Reference was made to the recent announcement of the planned closures of both Stowmarket and Lavenham Tourist Information Centres.

Councillors recommended that the future of the Sudbury Tourist Information Centre be discussed as an agenda item at the July P&R committee meeting.

Members also discussed the option of short term privileged parking on Market Hill which some councillors suggested people would expect to pay for.

All councillors were urged to email further comments regarding the draft document directly to BDC before 18th May 2018.

RECOMMENDED

That comments made by committee members regarding the draft Sudbury Vision for Prosperity document be forwarded to BDC and that all Town Councillors be invited to submit any further comments to BDC by 18th May 2018.

That Sudbury Tourist Information Centre be discussed by the P&R committee at the July meeting.

7. TO CONSIDER AN AWAY DAY EVENT

Following recommendation made at the April P&R meeting, further discussions took place regarding a possible Away Day meeting for all Town Councillors to fully discuss the BDC Vision for Prosperity document and how it relates to the Town Council Vision for Sudbury document.

It was generally considered that a Saturday morning event would enable more councillors to attend and that a morning meeting was preferable to an evening meeting.

It was agreed that Mr Jonathan Stephenson, BDC Strategic Director, be invited to facilitate the meeting.

Members also discussed the possibility of inviting Mr Mark Cordell, CEO Bid for Bury, to attend the meeting following his leadership of a very successful rejuvenation project in Bury St Edmunds. It was suggested that the Away Day meeting could take place in Bury St Edmunds.

RECOMMENDED

That the Town Clerk invites both Mr Stephenson and Mr Cordell to attend an Away Day event with Sudbury Town Councillors at a mutually convenient time and location.

8. PROGRESS OF TOWN COUNCIL BUSINESS PLAN

Mrs Antill advised that good progress was being made on the Business Plan.

Members discussed the draft action plan relating to the governance section which directly related to the Policy & Resources committee.

The committee still needs to discuss areas which involve partnership working such as the Tourist Information Centre, Advice Centre and Public Conveniences.

GDPR compliance also needs to be added to the governance section of the Business Plan.

Mrs Antill advised that she will be discussing the roles of the Community Wardens and Town Centre Manager/Events Co-ordinator with Mr Bradley Smith and Miss Ami Birrell respectively.

RECOMMENDED

That councillors forward any comments regarding the Governance draft action plan to Mrs Antill.

That areas of Town Council work that involve partner agencies be discussed at the July meeting of the P&R committee.

9. CIL FUNDING

The Town Clerk advised that 15% of Community Infrastructure Levy (CIL) is automatically forwarded to the Town Council by BDC twice a year. Our recent Internal Audit advised that it is necessary for an annual CIL report to be produced detailing all income and expenditure relating to CIL money.

It is also recommended by BDC that a Parish Infrastructure Investment Plan (PIIP) be developed by Town and Parish councils in order to bid for a proportion of CIL money collected by BDC.

A PIIP needs to include an audit of existing infrastructure identifying services and facilities both inside and outside the PIIP area; the needs and/or inspirations of the community based on gaps or deficits identified in the audit; evidence of community engagement; and also expected growth of location, projected income from all sources and investment priorities.

The CIL held by district councils will be used for the following infrastructure projects:

- Provision of passenger transport
- Provision of library facilities
- Provision of additional pre-school places at existing establishments
- Provision of primary school places at existing schools
- Provision of secondary, sixth form and further education places
- Provision of health facilities
- Provision of leisure and community facilities
- Provision of 'off site' open space
- Strategic green infrastructure (excluding suitable alternative natural green space)
- Maintenance of new and existing open space and strategic green infrastructure
- Strategic flooding
- Provision of waste infrastructure

The first round of bidding for CIL money is open from 1st May until 28th May 2018 with a further round in October 2018.

Members discussed the work involved in producing a PIIP in order to bid for CIL money.

RECOMMENDED

That work on producing a PIIP is postponed due to current lack of officer capacity and the need to complete the Vision for Sudbury prior to considering future infrastructure needs.

That a bid for CIL money is not submitted in the current round from 1st – 28th May 2018.

That the Leisure, Environment and Highways Committee prepare a list of priorities to inform future spending of the CIL that the Town Council receives automatically.

10. FORWARD WORK PLAN

Members discussed the forward work plan (copy shown at minute page 257).

RECOMMENDED

2. That SALC are contacted to establish a list of policies recommended for Town Councils

4. That the Town Clerk continues to investigate options for the development of land at the rear of the Town Hall

The meeting concluded at 8.15pm

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Chairman