

SUDBURY TOWN COUNCIL

MINUTES OF THE MONTHLY MEETING OF SUDBURY TOWN COUNCIL HELD IN THE ASSEMBLY ROOM, TOWN HALL, SUDBURY ON TUESDAY 9TH OCTOBER 2018 AT 7.00PM

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

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

Mrs J Budd	Assistant Town Clerk
Miss A Birrell	Town Centre Manager/Event Co-ordinator

2 members of public

1 APOLOGIES

Apologies for absence were received from Mr S Barrett, Mr S Clarke, Mr R Drury, Mr N Irwin and Mr C Spence. The Town Clerk was absent because she was unwell.

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 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.

Mrs Osborne declared a non-pecuniary interest in item 9.

Mr Burrows declared a non-pecuniary interest in item 11

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 the minutes of the Full Council meeting held on Tuesday 11th September 2018 be confirmed and signed as a correct record.

6 UPDATE FROM TOWN CENTRE MANAGER/EVENT CO-ORDINATOR

Miss A Birrell, the Town Centre manager/Events Co-ordinator attended the meeting and gave members an update on her role.

Members were advised:

Party in the Park – This year there were a few different activities including Crazy Golf, bumper cars. £1650 was received in sponsorship, including money from McDonald's and our County Councillors. The overall budget has been cut by 2/3rds.

Due to various changes in the park itself over the next 12 months, it is not known how this may affect the future of Party in the Park.

Delphi Firework display – This will be held on Sunday 4th November. This year there will be additional lighting along the main access road. Miss Birrell is to attend a Safety Advisory Group meeting at Babergh District Council. This is a group set up to help you to organise an event safely and give recommendations for you to follow. Councillors are requested to help out at this event.

Christmas fair and light switch on – This will be on Friday 23rd November. As in previous years there will be an ice rink and various stalls in St Peter's church. It is hoped businesses with 'sponsor a bauble' to be placed on the Christmas Tree. They would then have their logo placed on the banner around the base of the tree. Councillors are requested to help out at this event.

OAP Christmas lunch – This will be on Thursday 13th December and will consist of a three course meal and entertainment. Councillors are requested to help out at this event.

There will be a Christmas Window competition.

The Silk Festival will take place on Saturday 7th September 2019. Funding of £15,000 has been agreed. There is a separate organiser for this event, working closely with Miss Birrell. The silk festival already has its own email, facebook, twitter and website accounts. Local schools will be invited to take part.

The cinema events held in Belle Vue Park over the summer raised £1000. It is hoped more will be arranged in 2019.

Miss Birrell sends out a monthly newsletter to over 300 businesses and has met with many of them face to face. She is currently creating a database of the businesses in town.

Miss Birrell has worked closely with the Stour Valley Tourism Action Group to create a leaflet exploring the great art of Essex and Suffolk. The leaflet details a suggested 3 day itinerary for visitors, including Sudbury and surrounding villages.

Miss Birrell is Secretary to the Wool Towns organisation. This group was set up to promote wool towns. It is hoped that in time signage informing residents/visitors that Sudbury is a Wool Town will be installed.

Sudbury is working towards becoming an accredited 'Walkers are Welcome' town. Mrs Gale from the Tourist Information Centre attends all the meetings on this and is working closely with Miss Birrell.

Sudbury and Stowmarket are to be part of pilot 'Toilet' scheme. This entails local shops/businesses allowing members of the public to use their facilities without having to purchase anything.

Miss Birrell is now established as the point of contact for businesses with queries. This varies from road closures to traffic issue to arranging changing of signage.

Miss Birrell attends the market traders meetings and helps to promote the market.

RESOLVED

That Miss Birrell be thanked for a very detailed presentation and be given a huge vote of thanks. Miss Birrell is a very valued member of staff.

7 REPORTS

a) County Councillor Report - Mr Owen advised members of the following:

- The cost of the proposed Upper Orwell crossing has increased from £93m to £133m. Cabinet have met to decide how to move forward with this project. Concern was raised over the increase in public spending; would this lead to money being removed from other projects such as a Bypass? Monies should benefit all of Suffolk, not just one town.
- Suffolk County Council have announced that the old system of adult care failed and was not fit for purpose. A different system has been installed with the key being an increase in salary to encourage people to undertake the role as carers.
- Road closures – Newton Road has now been resurfaced, albeit part of it sunk and had to be repaired. This then delayed the closure of East Street. Various roads are due to be resurfaced or have the white lines repainted, therefore some disruption may occur.

RESOLVED

That Mr Owen be thanked for his report.

b) **District Councillors report** – Mr Osborne gave the report. A copy of his report is shown at minute page 452.

RESOLVED

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

The proposals for Belle Vue Park will become public knowledge over the next few weeks. Legal agreements are currently being discussed. There will be no public consultation other than planning permission. Mr Stephenson from Babergh District Council will attend the November full Council to discuss with members Babergh's Vision for Prosperity.

c) **Public Forum**

At 8.01pm members of the public were invited to ask questions pertaining to Sudbury. The meeting resumed at 8.16pm.

8 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
10th September 2018

It was RESOLVED to ADOPT the REPORT

Planning & Development
24th September 2018

It was RESOLVED to ADOPT the REPORT

The Chairman of Policy advised that discussions regarding members sitting on outside bodies will be discussed once the new council has been elected in May. Can all committee chairman ensure they look at the Business plan to check the contents relevant to that Committee. Thanks must go to the RFO for spending a lot of time ensuring the figures within the business plan are correct.

Policy & Resources
16th July 2018

It was RESOLVED to ADOPT the REPORT

The Chairman advised that funding had been offered for a second defibrillator. Members recommended that this be placed somewhere in Ballingdon Street. It hoped that some training on how to use them will be arranged.

Leisure, Environment & Highways
25th September 2018

It was RESOLVED to ADOPT the REPORT

The Chairman advised that an application for grant aid had been received from a Sea Scout for a trip overseas next year. As the budget had been spent for this year, they will be advised to re-apply next year. The applicant must be a Sudbury resident.

Finance
2nd October 2018

It was RESOLVED to ADOPT the REPORT

9 SERVICE LEVEL AGREEMENT

Members were requested to adopt the Service Level Agreement between Sudbury Town Council and Babergh District Council relating to the Customer Access Point.

Members still voiced concern over the level of notice period that would be given and felt the indirect costs, should this happen, are not adequately covered within the agreement.

RESOLVED

That calculations on how much time 'alternate staff' i.e the Assistant Town Clerk have to spend in the Customer Access Point be monitored.

That the Service Level Agreement be adopted and signed.

Councillors Cresswell and Owen abstained.

10 POLICIES

The Policy and Resources committee recommended to full council the adoption of the following policies:

- a) Purchase of Exclusive Rights Privacy notice (copy shown at minute page 453)
- b) General Data Protection Risk Assessment (copy shown at minute page 455)
- c) Allotment Tenants Privacy Notice (copy shown at minute page 458)
- d) Retention of documents and records (copy shown at minute page 460)

RESOLVED

That these four policies be ADOPTED.

11 COMMEMORATION OF 100 YRS SINCE THE END OF WW1

Members were informed on the events planned to commemorate the end of WW1. A copy is shown at minute page 461.

Mrs Budd advised that over 23,000 knitted and crocheted poppies had been received and attached onto cargo netting. With the help of Suffolk Fire Service, this will be displayed down the tower of St Peters in time for the poppy appeal launch on the 27th October. The Silent Soldier purchased by the Town Council will be installed at the bottom.

RESOLVED

That a massive thank you be given to all those who have contributed to this project, whether as a knitter or one of the many volunteers who have helped attach them.

12 MAYOR'S ANNOUNCEMENTS

The Mayor thanked everyone for attending her Civic Service.

A copy of the other functions the Mayor has attended is shown at minute page 462.

The business of the meeting was concluded at 8.40 pm

Chairman.....