

## SUDBURY TOWN COUNCIL

### **MINUTES OF THE MONTHLY MEETING OF SUDBURY TOWN COUNCIL HELD IN THE ASSEMBLY ROOM, TOWN HALL, SUDBURY, ON TUESDAY 13<sup>TH</sup> JULY 2021 AT 7.00PM**

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

Mr N Bennett	Mrs J Osborne
Ms J Carter	Miss A Owen
Mr T Cresswell	Mr J Owen
Miss L Fowler	Mr J Sayers
Mr S Hall	Mr R Spivey
Ms E Murphy	
Mr C Griffin	Town Clerk
Mrs J Budd	Deputy Town Clerk (Remotely)
Mr P Faircloth-Mutton	County Councillor

A short prayer was said by the mayor before commencement of the meeting.

#### **1 APOLOGIES**

**Apologies for absence were received from Councillors Mrs J Antill, Mr A Osborne, Mr J Thomas, and Mr D Williams.**

#### **2 DECLARATIONS OF INTEREST**

**In accordance with guidance from Babergh District Council's Standards Committee, Mrs S Ayres, Mr T Cresswell, Mrs J Osborne, and Miss A Owen declared that they were Babergh District Councillors. Ms J Carter declared that she was a Suffolk County Councillor.**

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

#### **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 8<sup>th</sup> June 2021 be confirmed and signed as a correct record.**

#### **6 USE OF MARKET HILL**

Members were informed that since the agenda had been published, the UK Government had confirmed the details of stage 4 of unlocking the COVID restrictions, which would take effect from Monday 19<sup>th</sup> July 2021. Suffolk Highways had confirmed that their Temporary Traffic Restriction Order on Market Hill would no longer have a lawful purpose and that all parking would be reinstated on Monday 19<sup>th</sup> July 2021. Sudbury Town Council would need to identify suitable new locations for the 30 planters on Market Hill. A pavement license fee of £150 would be payable to Suffolk County Council for their permission to relocate the planters on any other land controlled by the highways authority.

Additional road closures orders would be required for Market Hill to cover future planned events, such as the two 'Green Sundays' and the monthly Farmer's Markets. Each application costs £50, however it was envisaged that multiple identical events could be included on one application. A licence would also be required if members wish to continue running an ordinary market every Friday as had been the case for the last year.

#### **RESOLVED**

**That the planters on Market Hill should be moved by the Community Warden team on the morning of Monday 19<sup>th</sup> July and that any additional funding required for plant hire or overtime to cover their re-location would be taken from the general reserves.**

**That the Town Council should continue to run an ordinary market every Friday through July, August and September, but that the viability of this be reviewed by the Leisure and Environment Committee before any further extension.**

**That, under the power of the Local Government Act 1972, s.144, road closure orders to cover future markets and events be applied for as required at a cost of £50 each.**

**That, under the power of the Local Government Act 1972, s.144, members approve a payment of £150 from general reserves for the licence required to re-site the flower planters.**

#### 7 REPORTS

- a) County Councillor's report – A copy of Councillor Ms Carter's report is shown at minute page 476.

Ms Carter advised that she had a meeting with a Community Engineer for Suffolk County Council highways on Thursday.

Gregory Street is due to be resurfaced overnight between the 20<sup>th</sup> – 25<sup>th</sup> July, weather permitting.

Ms Carter was asked to follow up on the following items:

- Once road works are completed, please could all signs be removed. Many were just left on the roadside.
- Could any broken signs that were not being repaired, be removed?
- The resurfacing of Siam Place.
- Report how overgrown the footpath from Sudbury to Great Waldingfield is.

A copy of Councillor Faircloth-Mutton's report is shown at minute page 478.

Mr Faircloth-Mutton advised members that any unspent locality budget went back into the 'pot'. Member's locality budgets were reset every year.

Mr Faircloth-Mutton was asked to investigate the resurfacing of Landsdown Road.

**RESOLVED**

**That Councillors Ms Carter and Mr Faircloth-Mutton be thanked for their reports.**

**That the highways list discussed by the Planning, Development and Highways committee be forwarded onto both Suffolk County Councillors.**

- b) District Councillors' report – A copy of Councillor Mrs Ayres' report is shown at minute page 479.

No questions were asked.

**RESOLVED**

**That Councillor Mrs Ayres be thanked for her report.**

- c) Policing report: There was nothing to report from the Police

**RESOLVED**

**That members were concerned about the lack of visible Police Officers conducting regular patrolling in the centre of Sudbury on foot.**

- d) Public Forum

Was there going to be CCTV in Belle Vue Park? – **Yes. This was currently being arranged by Babergh District Council.**

The microphone used by the Council does not seem to be fit for purpose. – **The Town Clerk would investigate the cost to purchase a new system.**

There was a blocked paving slab missing outside Roys. – **This would be reported to Suffolk County Council.**

**8.51pm – Members approved a 30-minute extension.**

**8 TO ADOPT THE RECOMMENDATIONS OF THE FOLLOWING COMMITTEES:**

The Chairman advised that the planning applications discussed were all straight forward. He recently attended a meeting regarding the proposed new entrance to Belle Vue Park. Detailed drawings have been requested. Babergh District Council were currently in discussion with Suffolk County Council over the safety of public crossing the road in this area.

Planning, Development & Highways

**It was RESOLVED to ADOPT the REPORT**

7<sup>th</sup> June 2021

Planning, Development & Highways  
21<sup>st</sup> June 2021

**It was RESOLVED to ADOPT the REPORT**

Policy & Resources  
15<sup>th</sup> June 2021

**It was RESOLVED to ADOPT the REPORT**

Leisure and Environment  
29<sup>th</sup> June 2021

**Subject to the amendment detailed above,  
It was RESOLVED to ADOPT the REPORT**

The Chairman advised that members had received a presentation relating to the proposals for the new Hardwick House development. A new sign would be installed at the Cemetery asking for dogs to be kept on short leads. A grant had been given to the Rowing Club towards the costs of the regatta and that members had recommended to full council the approval of the Christmas lights contract. Councillor Mrs Osborne asked to make a retrospective declaration that she had a non-pecuniary interest in item 6, Hardwicke House, and a pecuniary interest in item 15, as she chaired the Gainsborough Group, of this meeting.

Finance  
6<sup>th</sup> July 2021

**It was RESOLVED to ADOPT the REPORT.**

9 SUBSTITUTES ON A COMMITTEE

Members were requested to approve that any member, from any political grouping, may sit as a substitute for any other absent member on any of their committees.

**RESOLVED**

**That any member from any political grouping, may sit as a substitute for any other absent member on any of their committees, subject to permission being received from the Councillor being substituted.**

10. BELLE VUE PARK WORKING GROUP.

The Chairman of the working group, Councillor Spivey gave a brief report. A copy of this report is shown at minute page 480 as well as a copy of the cabinet report from Babergh District Council.

An image on the proposed new entrance to the park has been requested from the developer.

Concern was raised that Babergh were to apply for a loan to carry out works on the retaining wall ahead of any planning permission being given.

**RESOLVED**

**That the Town Clerk writes to Babergh to express the concern of Sudbury Town Council over the extremely high risk of borrowing money to spend on a retaining wall, which would only be required if planning permission were granted for the 4-storey building, and**

to reiterate their agreed policy position on the development of the Belle Vue site. This letter would need to arrive in time for Babergh's full council meeting on the 29<sup>th</sup> July.

**9.30pm – Members approved a further 15-minute extension**

**11. MILL ACRE REFURBISHMENT**

Members were advised that the consultation on Mill Acre had received a positive outcome with 84% of responses in favour of the Boating Pond being removed.

**RESOLVED**

**That officers continue to gather designs and costings for the refurbishment of this area.**

**12. LIST OF REPRESENTATIVES**

Sudbury Town Council have representatives on many Local Organisations. Members reviewed the current list and updated it.

**RESOLVED**

<b>Citizens Advice</b>	<b>Councillor Mrs S Ayres</b>
<b>Sudbury Museum Trust</b>	<b>Councillor N Bennett</b>
<b>Sudbury Ephemera Archive</b>	<b>Councillor J Sayers</b>
<b>Friends of St Peter's</b>	<b>Councillor J Sayers</b>
<b>St Peter's Local Advisory Group</b>	<b>Town Centre Manager – Ms R Price</b>
<b>BDC Belle Vue design consultation group</b>	<b>Councillor N Bennett</b>
<b>Quay Theatre</b>	<b>Councillor Mrs S Ayres</b>
<b>Gainsborough's House</b>	<b>Councillor Ms E Murphy</b>
<b>Suffolk Association of Local Councils</b>	<b>Councillor J Owen</b>
<b>Sudbury Library</b>	<b>Councillor Mrs S Ayres</b>
<b>Sudbury Chamber of Commerce</b>	<b>Town Centre Manager – Ms R Price</b>

**13. TOWN COUNCIL STAFF LINE MANAGEMENT**

Members discussed the need to adopt a clear statement confirming the line management responsibilities for the Town Council staff.

**RESOLVED**

**That the Town Clerk is the line manager of all staff employed by Sudbury Town Council, providing them with leadership and direction. Line management may be delegated by the Town Clerk to subordinate managers as appropriate. Staff do not receive line management or individual instructions from committees, working groups, or individual councillors, but staff will provide direct reports to these groups where appropriate. In particular:**

- **The Responsible Finance Officer will attend and provide a written report to every Finance Committee and Finance Working Group.**
- **The Facilities Manager, Community Warden Manager and the Town Centre Manager will attend and provide a written report to the Leisure and Environment Committee at least once a quarter.**

**Nothing must stand in the way of any member of staff reporting illegal actions or suspicions of wrongdoing. All members of staff are free to report such concerns in confidence to any of their line manager, the Town Clerk or Deputy Town Clerk, the Mayor, any councillor, or a union representative.**

14 CHRISTMAS LIGHTS 2021

The Finance Committee discussed a quotation received from the Community Warden, External Services, and IT Manager for the 2021 Christmas lights Installation and were advised that this was slightly higher than budgeted because of the additional cost for licencing and for the training of four people. The Community Warden, External Services and IT Manager answered all members' questions. It was confirmed that we were only able to obtain one alternative quote for the Christmas lights installation in the sum of £17,750 excluding VAT.

**RESOLVED**

**That, under the power of the Local Government Act 1972, s.145, the quote for 2021 Christmas light Installation in the sum of £14,945 be approved.**

15 FORMAT OF FUTURE MEETINGS

With effect from 19<sup>th</sup> July the UL Government would remove all mandatory COVID restrictions and it would be up to each local authority to put in place suitable measures to cope with the remaining threat from COVID. Members were asked how they would like future meetings to be held. For example, should committee meetings resume in the Mayor's Parlour rather than the Assembly Room?

**RESOLVED**

**That for the next two months, members would prefer meetings to be held in the Assembly Room. This would be reviewed at the next Full Council meeting in September.**

16 'PUSH ALONG' VERGE STRIMMER

Funding from Suffolk County Council Self Help Scheme had been received to purchase a 'Push along' Verge Strimmer at a cost of £930 (inc VAT).

**RESOLVED**

**That, under the power of the Highways Act 1980, s.96, the 'Push along' Verge Strimmer be purchased at a cost of £930 (inc VAT).**

17 LAWN MOWER

Funding from Suffolk County Council Self Help Scheme had been received to purchase a Lawn Mower at a cost of £570 (inc VAT)

**RESOLVED**

**That, under the power of the Highways Act 1980, s.96, the Lawn Mower be purchased at a cost of £570 (inc VAT).**

18     MAYOR'S ANNOUNCEMENTS

A copy of the mayor's announcements is shown at minute page 482.

**RESOLVED**

**That the Mayor be thanked for her report.**

The business of the meeting was concluded at 9.41 pm.

Chairman.....

## Parish Report – July 2021

Phone number: 07955 434411

Councillor Jessie Carter  
Sudbury Suffolk

jessie.carter@suffolk.gov.uk

### Cats Lane / Elm Road

Residents of Cats lane and Elm road have been very vocal about their concerns in this area of town. I have been contacted by residents who have suffered injuries from vehicles cutting up the grass verge when they use it to park or let other vehicles pass. There is one sign along Cornard road facing Sainsburys, I have managed to secure two more "Not Suitable for HGV" Signs in hope that this will help oversized vehicles using this road. Residents of both Elm Road and Cats Lane want a mix of parking bays and wildflowers (low maintenance) to replace the verges, making it a more practical, more attractive and less dangerous area. Although I have spoken to many I am going to see up a consultation / meeting to ensure I have spoken to as many people as possible before any decisions are made.

### Review of SEND provision

Suffolk County Council has commissioned an immediate independent review into Special Educational Needs and Disability provision. There has been a lot of concern expressed by parents and carers about this area of service, with high levels of dissatisfaction being publicised, particularly through the group Campaign for Change (SEND Suffolk).

A multi-agency team from Lincolnshire will carry out an independent review into the way parents and carers are communicated with and kept informed of their child's SEND provision in Suffolk.

The review will focus on the processes, communication protocols and family-facing elements of SEND services within Suffolk County Council. It will not look at specific cases or the provision given to specific children. The review started in June and will be completed within six weeks. The report, with any recommendations, will be published on Suffolk County Council's website, shared with those who contributed to it and also scrutinised, in public, by the council's Education and Children's Services Scrutiny Committee.

### Sudbury Safer Neighbourhood Team

I recently had an online meeting with Sudbury's Safer Neighbourhood Team to discuss having more physical officers on the street within Sudbury. Unfortunately, they said a lack of officers was a resource's issues and due to them having to split their officers over Suffolk, the percentage for Sudbury will not be that high. If crime rates are low, (which they are considered to be here) there will be fewer physical officers. In the past they have had meetings with Town Councillors and public consultations, I have informed them this is something that Sudbury would like to be reinstated.

### Highways: Overgrown paths and footways, potholes

After extra rainfall, the last month or so has seen exuberant growth of foliage alongside roads and paths. Staff and contractors are out and about cutting footpaths and verges but are playing catch-



up, Especially as IDVERDE had broken (unreported) machinery. If there are particular problems these can be reported through the online highways reporting tool: <https://highwaysreporting.suffolk.gov.uk/> or by contacting me directly.

A number of significant road repairs have been reported but more potholes continue to be reported. This is an area where SCC has significant budget constraints and often does not have the funds to do the repairs that residents would like to see. The Council is seeking a better highways funding settlement from central government, as well as reviewing its contract with Kier which expires September 2023.

### **Gainsborough House Society**

I have been appointed Suffolk County Council's representative on the outside body Gainsborough's House Society.

I am receiving a briefing later this week and have been invited for a personal tour, all of which I am looking forward to.

### **Bus Back Better – Electric Bus Update**

This initiative by central government is essentially a reaction to Covid 19, but on closer inspection it may lead to re-regulation of bus services - which could be a positive move for rural Suffolk.

The de-regulated services we have at present have led to the decimation of rural services, as this policy makes it unlawful to cross subsidise routes, i.e., if an operator makes profit on a busy route, they cannot use that money to subsidise a loss-making route elsewhere. This policy was originally aimed at cities and towns where multiple operators were competing, this was never a problem in rural areas. Re-regulation will mean that an operator can cross-subsidise once again, this should allow for greater choice and service to our rural community.

The offer from government asks for a plan from participating authorities, to bid into a central pot, to help fund not only this renewal of services, but also government are offering 4000 zero emission electric buses that can also be bid for. We have asked the conservative administration how many of these zero emission buses will we secure for Suffolk, I am disappointed they would not commit to any number, as the small print in the government offer asks for up to 30% of the cost of each Bus bid for.

### **Cycle Paths and Priority To Pedestrians**

Since May I have spent a lot of time listening to concerned residents regarding safe pathways, crossings and cycle paths. With SCC aiming to be the "Greenest County in England" they should be prioritising all of these things, yet even a small town like Sudbury is lacking in pedestrian and cycle friendly option in and around the town.

I've been looking into the costs of crossings and cycles paths to see what is realistically affordable and have also been searching for the options of grants and outside funding to create safer walking and cycling options for all. This includes the plans for the new Belle Vue Junction which could create a pedestrian, cycle and traffic hazard right in the heart of the town.

## **Sudbury East & Waldingfield County Councillor's Report to Sudbury Town Council**

**Tuesday 13 July 2021**

### **Covid-19 Restrictions**

The scheduled Full Council meeting of 8 July was unfortunately postponed due to the delayed lifting of Covid-19 restrictions. It was deemed hiring Wherstead Park once again was not considered good use of taxpayers money. Subsequently, it is hoped that the Council shall meet in September at the King Edmund Chamber in Endeavour House.

Subsequently, my report is condensed as there are fewer matters than usual to inform.

### **Gainsborough's House**

I have been invited for a tour around the museum and new extension with Mark Bills and Jenny Antill on 20 July and look forward to discussing the future evolution of Suffolk County Council's partnership with Gainsborough's House.

### **Springlands**

Following a site visit to the southern estates of Springlands, I have requested the cutting of verges on Springlands Way and received confirmation that this will take place over the summer.

I have also recently requested a site visit from the Highways Team in respect of drainage issues and cracking tarmac on First and Second Avenues. At the point of writing, I am awaiting a response.

Philip Faircloth-Mutton

June 2021

**BABERGH DISTRICT COUNCIL REPORT JULY 2021**

We are meeting in Endeavour House again, wearing masks unless speaking and suitably distanced. I have attended planning meetings, a licencing and a Cabinet Meeting.

Some meetings such as Gypsy and Traveller which I chair will still be via Teams. Site visits for the planning councillors will resume again after a gap in sixteen months due to Covid restrictions.

Local Council Housing Officers have been recognised nationally as 'Community Heroes' and have been shortlisted. It was agreed by councillors from Babergh and Mid Suffolk that this recognition is well deserved by the dedicated, committed staff who have gone above and beyond to support those in need during the pandemic.

The AGM was held in the large meeting area in Wherstead as it would have been unsafe for all the councillors to have met in Endeavour House.

Sue Ayres

NOTE ON BELLE VUE ARISING FROM THE BABERGH COUNCIL MEETING OF 5<sup>th</sup> JULY 2021INTRODUCTION

The purpose of this note is to make the Council aware of some major points of discussion that arose from the Babergh Cabinet meeting of 5<sup>th</sup> July 2021.

ITEMS ARISING FROM THE CABINET MEETING

Funding Application: In November 2020 Babergh made an application for a Central Government Land Release Fund grant for £550,000 for the Belle Vue site. One of the conditions of the grant was to develop housing on the site. Councillor Holt confirmed that:

***“The bid was submitted prior to any marketing of the site and due to criteria of the bid, had to be drafted on the assumption there would be housing on the old swimming pool site and a refurbishment of the house as residential. This was an assumption made only for the purposes of the bid and had no impact on the open and transparent marketing process of the site.”***

The marketing process was intended to evaluate all options for the site and to take account of objections under the legal process for the disposal of open space. If the grant had been given the Council would have been obliged to build houses on the site.

Open Space: The issue of open space was raised by one of the councillors. Previous discussions with Babergh showed they felt that the open space issue had been dealt with – there had been questions raised as to whether the use of the swimming pool open space reduced the open space total below recommended levels. Concerns have been raised around Babergh’s assessments showing deficits of open space in Sudbury. The council were asked:

**“How are Babergh going to remedy the Open Space deficit in Sudbury when they are disposing of the Open Space that it does have?”**

Babergh provided the following response:

**“Provision of new public open space as part of the new park entrance means that only a very small percentage of public open space will be lost due to the recent sale of the adjacent site. It is important to recognise that there are a range of different types of open space ranging from natural green space to more formal parks and gardens. There will be significant new open space associated with Chilton Woods.**

The discussions seem to imply that Babergh now included Chilton Woods were part of the calculations even though Chilton Woods is mostly not part of Sudbury.

Borrowing: Babergh are proposing to borrow up to the £1.12m (See attached report) but have confirmed they wouldn’t be looking to borrow the whole amount. This borrowing is before receiving any capital receipt would be to carry out the detailed drawings and work needed for the planning application but also includes funding to ‘deliver the retaining wall structure element’ that may in theory have to support 4 story building. A councillor raised a question which said they have 3 months from the date of completion of the retirement flats etc to start the entrance works...

***“so, why do we need to borrow money to do the retaining wall works before we have planning permission and before the sale to the developer completes? ”***

We understand that the retaining wall works would not require planning permission but this wasn't fully explained and would be started before Churchill complete on the site which is subject to them getting planning permission. It would seem there is the possibility that the work could be done and planning denied meaning that options which could come back for the whole site would then be severely restricted as nothing but housing could be put there as alternative funding would have to be sought. This situation is rated as a category 3, bad risk under Babergh's own risk evaluation process (originally rated as category 4, catastrophic but downgraded).

No clear answer was given at the meeting as to why the actual retaining walls works and start on entrance were to be carried out before completion of Churchill deal. Babergh stated that they need to get the detailed drawings, planning, tenders etc done before completion so they can start within 3 months of completion which is understandable but not why the actual site works themselves needed to be started before completion? Councillor David Busby raised his concerns around the costs of these works and starting before completion.

It is not clear why this approach was taken given there are risks involved but imagine it will be discussed and debated in more detail at the full council meeting at the end of July.

The Cabinet member for Assets and Economic Development (Dave Busby) abstained from the vote to support this action.

If this work is carried out before the planning process takes place would this affect that process?

The same resolutions including asking full council to agree to borrow sums for forward funding which includes the retaining wall structure to be considered at Babergh's full council meeting of 29<sup>th</sup> July.

The £777K estimated order of costs does not include estimated costings for the café and toilets which were not available at the time of reporting before a decision is being asked to be made.

Gate Entrance: Councillor Holt advised that the plan to deliver the new entrance are regardless of whether the building is developed and will start work on it soon. Again this reduces the potential to use the house space for any other purposes.

Attached is a series of questions asked by Councillors at the meeting.

#### OTHER ITEMS NOT RELATED TO THE CABINET MEETING

*Planning* The timetable for the planning process is September for the housing development; October for the entrance. Planning is usually around 13 weeks.

ACV STC's application for an ACV on the house was lost in Babergh's computer system. The application has been resubmitted.

#### ACTIONS TO BE CONSIDERED

To note the above

For Councillors to register their concerns with Babergh.

Babergh Councillors to raise questions at the next Cabinet meeting

**MAYOR'S REPORT FOR JUNE TO JULY 2021**

<b>June 9<sup>th</sup></b>	<b>Chaired Sudbury Town Council Annual Meeting</b>
<b>June 21<sup>st</sup></b>	<b>Suffolk Day Celebration Clare</b>
<b>June 26<sup>th</sup></b>	<b>Armed Forces Day speech from Town Hall Steps</b>
<b>June 26<sup>th</sup></b>	<b>Special Charity Football Match AFC Sudbury</b>
<b>July 4<sup>th</sup></b>	<b>Wreath laying outside St Greg's</b>
<b>July 8<sup>th</sup></b>	<b>TGS Art Exhibition</b>
<b>July 10<sup>th</sup></b>	<b>Meeting via Teams re Opening of Market Hill</b>