

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE, ENVIRONMENT & HIGHWAYS COMMITTEE HELD IN
THE MAYOR'S PARLOUR, TOWN HALL ON TUESDAY 26TH FEBRUARY 2019 AT 6.30PM**

PRESENT: Mr J Owen – Chair

Mrs S Ayres, Mayor of Sudbury – Ex Officio

Mr T Burrows

Mr R Drury

Mr N Irwin

Mrs J Osborne

Mr J Sayers

Mr R Spivey

Mrs J Budd – Assistant Town Clerk

Mr B Smith – Supervisor Community Warden

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 L Cresswell and Mr S Hall.

Mr Drury was substitute for Mr Hall.

2. DECLARATIONS OF INTERESTS

Councillors Mrs S Ayres, Mr T Burrows and Mrs J Osborne declared that they are Babergh District Councillors.

Councillor J Owen declared he is a Suffolk County Councillor.

Councillor Mrs J Osborne declared a non-pecuniary interest in agenda item 8.

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 26th February 2019 be confirmed and signed as a correct record.

6. GOLD LEAF CALLIGRAPHY

At the October meeting of the committee, Councillor Drury presented a piece of gold leaf calligraphy produced by Paul Earee and John Sayers that was hanging in the United Reformed Church needs to be reframed to enable it to be re-hung in the Cemetery Chapel. Councillor Drury had obtained a price of £125.79 plus the cost of a plaque for the Mayor to unveil. Members had approved for this work to commence immediately.

RECOMMENDED

The cost of £198 inc VAT for the refurbishment of this art work should be approved under the power of Parish Councils and Burial Authorities Act 1970 S1.

7. COMMUNITY SELF HELP SCHEME – SUFFOLK COUNTY COUNCIL

Mr Smith, the Supervisor Community Warden attended the meeting to discuss with members the proposed Community Self-Help scheme agreement for Suffolk County Council. A copy of the agreement is shown at minute page 72.

Suffolk County Council are proposing to give Parish and Town councils permission to undertake works on roads, such as cleaning of road signs and weed clearance etc. Suffolk County Council would not provide any funding for this additional work but would provide staff with any necessary training including painting.

County Councillor Jack Owen has a Locality Highway Budget which the Town Council could apply for funding from.

Mr Smith explained that the Community Warden team undertake a lot of this work on an 'ad-hoc' basis, so would be able to continue under a more permanent arrangement. The Wardens have a close working relationship with organisations such as Catch 22 who would work alongside them.

RECOMMENDED

That the Committee approve and adopt this pilot scheme for one year only. An end date must be included within the signed agreement. This will enable the town council to establish whether the workload becomes too much, or that there is a cost incurred.

That an accurate spreadsheet is created by the RFO detailing the exact work the Wardens carry out on behalf of Suffolk County Council.

That Mr Smith attend the Leisure meeting quarterly to keep members up to date.

8. HIGHWAYS ISSUES

Mr Smith remained at the meeting to discuss some of the highway issues with members.

The following comments were given:

- Broken lamp posts – Currently 13 broken in Sudbury, half of these were left unsafe. Mr Smith will advise members at the next meeting how many have now been removed or repaired.

- Road signs – Mr Smith has a meeting arranged with Mr Paul Gant from Suffolk County Council regarding missing/damaged road signs, including the damaged railing outside the Masonic Hall. An update will be given next month.
- Street lighting – New LED lighting is to be installed on Ballingdon Bridge in due course. This should be 'warm lighting'.
- Friars Street – The Community Wardens will place advisory notices on any vehicle deemed to be causing an obstruction.

RECOMMENDED

That Mr Smith be thanked for his information and that the remainder of the highway list be NOTED.

9. MARKET 'NO PARKING' SIGNS

Following on from the last Market Traders meeting, members were requested to consider purchasing new reflective signs that would advise of no parking on a Thursday and Saturday because of the market. The signs would be installed securely at the top, middle and bottom of the Market Hill, the day before. These new signs would mean that the trailer would not need to be used.

The cost for the three signs would be a total of £1100 + VAT.

RECOMMENDED

The cost of £1100 + VAT for the purchase of 'No Parking' signs be approved under the power of the Food Act 1984 S50.

That before the finance committee discuss this, they see a picture of the proposed design.

10. GAINSBOROUGH TRAIL – PAYMENT OF INVOICES

Currently the RFO does not have any authorisation to pay any invoices relating to the Gainsborough Trail.

Members were requested to nominate a member of the Gainsborough Trail committee to authorise payment of necessary invoices.

RECOMMENDED

That Councillor Mrs Jan Osborne provide the RFO with the committee's Constitution and as she is the Chairman she will authorise any invoices that require paying.

11. REMOVAL OF CEMETERY RUBBISH

A large amount of green waste has accumulated in the Cemetery. Previously this was cleared by the Contractor and the Town Council were invoiced separately for this work. This work was missed off the new Contract.

The cost to remove this waste will be upto £1000 + VAT.

RECOMMENDED

The cost of £1000 +VAT for the removal of the cemetery rubbish should be approved under the power of Parish Councils and Burial Authorities Act 1970 S1.

That other solutions to this problem be investigated.

12. PREPARATION OF NEW CEMETERY LAND

At the Committee meeting last month, members agreed to use some of the green burial site as 'normal' burial land.

This area now needs to be cleared of shrubbery, cut back of hedging and the Conifers and trees require a lower crown lift. Disposal of this before rotovating and seeding with grass.

The estimated cost is £575 + VAT.

RECOMMENDED

The cost of £575 +VAT for the preparation of the new cemetery land should be approved under the power of Parish Councils and Burial Authorities Act 1970 S1.

13. MATTERS PENDING

Members discussed the Matters Pending list shown at minute page 79.

RECOMMENDED

Item 4 – Boating Pond – This work is due to commence in the middle of March. Officers will obtain a guarantee for the work and report this to members.

Item 5 – Changing places toilet – That this item be removed as one will be installed in the Kingfisher Leisure Centre.

Item 8 – CiL money – That the consideration of projects be passed onto the Policy committee.

That the remainder of the matters pending list be NOTED.

The meeting concluded at 7.57pm

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Chairman