

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE, ENVIRONMENT & HIGHWAYS COMMITTEE HELD
THROUGH VIDEO CONFERENCING ON TUESDAY 28TH JULY 2020 AT 6.30PM**

PRESENT: Ms E Murphy – Chair

Mr T Cresswell (arrived late)
Mr O Forder
Mr S Hall (arrived late)
Mr A Osborne
Miss A Owen
Mr J Owen
Mr J Sayers

Mr C Griffin – Town Clerk
Mrs J Budd – Deputy Town Clerk
Ms R Price – Town Centre Manager

Councillors Mrs S Ayres, Mr N Bennett and Mrs J Osborne were in attendance.

1. **SUBSTITUTES AND APOLOGIES**

Apologies for absence were received from Ms L Fowler.

Miss A Owen attended as a substitute for Ms L Fowler.

2. **DECLARATIONS OF INTERESTS**

In accordance with guidance from Babergh District Council's Standards Committee, Mr Cresswell, Mr Osborne, Mrs Osborne, and Miss Owen declared that they are Babergh District Councillors. Mr Owen declared that he is a Suffolk County Councillor. 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.

Mr Sayers declared a non-pecuniary interest in item 11a.

Mr Owen declared a non-pecuniary interest in 11b, on discussions regarding the footpath in Catesby Meadow.

Mr Hall declared a non-pecuniary interest in 11b, on discussions regarding Girling Street.

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 Committee meeting held on the 30th June 2020 be confirmed and signed as a correct record. These had been approved and adopted at the July Full Council meeting.

6. COMMUNITY WARDEN VAN DRIVING POLICY AND DAMAGE COSTS

The Town Clerk advised members that the 3-year lease on the Vans had expired and new Vans, also on a 3-year lease had now been received. According to the previous leasing firm, the damage costs of the old vans was around £4000. Unfortunately, as part of the agreement this cost is automatically paid through direct debit. The Community Warden Supervisor is disputing this with the lease company in a hope to gain at least 50% of these costs back.

It is for this reason that the Driving Policy needs amending to include the installation of Dashcams to each vehicle.

RECOMMENDED

That once an agreement has been reached with the lease company, the matter goes back to the Finance committee to record the payment made.

That the Driving Policy be amended as required.

7. VISITOR ECONOMY

The Town Centre Manager, Ms Rachel Price attended the meeting and a report on the ways to increase Sudbury's Visitor Economy. A copy of the report is shown at minute page 486.

Ms Price advised members that due to COVID-19 and the limited number of people you can have in a specific place (currently 30) and social distancing, it was important to promote Sudbury and it's tourism as a whole rather than individual events where numbers would be limited.

Ms Price is working closely with the Tourism Information staff and Visit Suffolk, who are promoting all towns and villages county wide. Whilst the library remains closed, the Tourist Information Centre will begin to have a physical present in the gazebo outside the Town Hall.

6.45pm Councillor Hall joined the meeting.

Various questions were raised by members. The following was given in response:

- Due to more of the regular traders being allowed to return to their normal market on Thursday and Saturday, the traders using the market on Friday has dropped. It is hoped to begin using Friday to promote new traders, or for it to become a 'Makers Market' offering art, craft etc.
- On a Sunday afternoon/evening, in conjunction with the Quay Theatre, live music will take place on Market Hill.
- Conversations are still being had with a couple of venues on Market Hill regarding them placing tables and chairs on Market Hill.

6.55pm Councillor Cresswell joined the meeting.

RECOMMENDED

That the Town Centre Manager be thanked for another comprehensive report.

That the discussion and report be NOTED.

8. TOWN CENTRE MAPS

The proposed map had been on display for members to look at and leave comment. The Town Centre Manager has been liaising with map designer Mr Drury, over what reasonable changes could be made.

RECOMMENDED

That members approve the production of these maps.

9. PURCHASE OF ADDITIONAL LITTER PICK PACKS

The interest in litter picking by members of the public, especially children has increased immensely. 75 litter pick packs (packs include long handled picker, hi-visibility vest & bags) have already been provided by Babergh District Council and issued to families in Sudbury. The Community Warden team wish to continue encouraging this so have approached the committee for funding. To purchase another 200 packers would cost £1300. Funding has been secured of £833 has already been secured.

RECOMMENDED

That under the power Litter Act 1983 s.6 members approve the payment of an invoice for £1300 for the purchase of 200 litter pick packs. These will be funded by donations from Waitrose for a sum of £333, Woodhall Primary School for a sum of £100 and from the Town Council's Ear Marked Reserves from the Anti Dog Fouling campaign to the sum of £400. This totals £833. The committee agreed that the remaining £467 be funded by the Town Council.

10. GRAFFITI REMOVAL

Two members of the Community Warden team would like to attend a specialised graffiti removal course. County Councillor Jack Owen has completely funded this to the sum of £1000 from his Locality Budget. The funding will cover the cost of two Wardens attending the course plus £500 for the purchase of specialised cleaning solution.

RECOMMENDED

That under power LGA 1972 S112, members recommend to full council approval of the Wardens attending the training course and under the power LGA 1972 S145, members recommend to full council the purchase of the specialised solution. That County Councillor Owen be thanked for funding this.

8.04pm Mr Forder left the meeting.

11. HIGHWAY ISSUES

- a) Bus Lane – Clermont Avenue/Chaucer Road. This bus lane has never been used for the purpose it was attended. Currently vehicles park there. As there is no traffic order on this section of road, the Civil Enforcement Officers cannot issue a ticket. Councillor Mrs Osborne proposed the following motion:

The Town Council submits a request to Suffolk County Council to put in double yellow lines on the Clermont Avenue and Chaucer Road Bus gate.

The funding for this is expected to be between £6000 and £10000.

RECOMMENDED

That Councillor Mrs Osborne's motion be approved.

- b) Highways List – Mrs Budd read out the Highways list to members.

RECOMMENDED

Lighting – lights on roundabouts that do not work should remain on the list. Mr Owen will chase. Obtain the cost to install a new light along the footpath near the Railway Station. Find out where Sudbury is on the list for the replacement of lights including Ballingdon Bridge.

Signs – King St roundabout the sign is bent and rusty and contains a light. This should remain on the highway list whilst we investigate whether Suffolk County Council (SCC) will repair. Cats Lane HGV sign to remain on the list. Girling Street – SCC are aware of this request. Keep on the list whilst an update is received. The sign at the Croft has been dealt with so can be removed from the list. The remaining signs should remain on the list. The Community Wardens have a schedule for cleaning dirty signs so this item can also be removed.

Road issues – resurfacing – the junction of Melford Road and York Road has been completed so can be removed. Girling Street is scheduled to be completed by the end of August. This should remain on the list until the resurfacing has taken place. Clermont Avenue Bus Lane see item 11a, but this should remain on the list. The widening of the junction of Gainsborough Street and Gregory Street is not practical. This item can be removed. Replacement of barriers along Girling Street/Melford Road are all repaired so can be removed from the list.

Drains – All drains should now have been cleared so can be removed from the list. If members were aware of any that were blocked, a photograph should be emailed to the Town Clerk or the Deputy so this can be reported to SCC.

Street furniture – This should include cycle racks, benches etc. NB Following a discussion with regards to the bench on Ballingdon Hill, this has been removed on the grounds of safety.

Car Parks – Ballingdon Street. The two councillors for this ward, Councillor Mrs Ayres and Mr Owen will take this up with SCC. Should remain on the list for now.

Waiting restrictions – Friars Street, residents have started the long process of obtaining resident only parking. Bulmer Road is being dealt with by SCC. Sudbury Town Council supports this proposal. Both items can be removed from the list.

Footpaths – Catesby Meadow; this is an ongoing issue as the area has still not been adopted. Councillor Mr Owen advised that Babergh District Council's legal team is investigating the delay. This should remain on the list at the moment.

Other issues – The handrail on the Croft Bridge has never been lined up properly. It is not dangerous. Councillor Hall will take up this matter with support from Mr Owen.

12 MATTERS PENDING

Mrs Budd read members the matters pending list. A copy is shown at minute page 492.

RECOMMENDED

Item 3 – This is still an ongoing plan. An update may be available at the September meeting.

Item 4 – That no action is taken at the moment. Ensure all the lights are safe and not a trip hazard. This area could qualify for CiL funding should refurbishment of lights be required. Investigate what will happen to the area once the lease runs out?

Item 5 – The Town Clerk will have a meeting with Councillor Mrs Osborne to obtain clarity on what qualifies for CiL funding. Details are available on Babergh's website.

Item 6 – This is ongoing.

That Millacre/Boating Pond be added onto the matters pending list.

The meeting concluded at 8.25 pm

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