

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE, ENVIRONMENT & HIGHWAYS COMMITTEE HELD IN
THE MAYOR'S PARLOUR, TOWN HALL ON TUESDAY 27TH MARCH 2018 AT 6.30PM**

PRESENT: Mr J Owen – Chair

Mrs J Antill
Mr L Cresswell
Mr S Hall
Mr N Irwin
Mr J Sayers

Mrs J Howells – Town Clerk
Mrs J Budd – Assistant Town Clerk
Mr M Wilde – Facilities Manager
Mr B Clench – Suffolk Highways
Mr P Gray – St Peter's

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 Councillor Mrs J Osborne and Councillor R Spivey.

2. **DECLARATIONS OF INTERESTS**

Councillor J Owen declared a non-pecuniary interest in item 7.

Councillor J Sayers declared a non-pecuniary interest in 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 27th February 2018 be confirmed and signed as a correct record.

6. **SUDBURY MARKET**

Mr Wilde, the Facilities and Market Manager attended the meeting to discuss with members the recent Market Traders meeting. (copy of these notes are shown at minute page 152)

Currently the market traders receive two 'rent free' weeks per year, however they each pay around £1.50 extra per week to cover this. Market Traders consider this to be misleading

Mr Wilde advised that other Councils do give their traders rent free weeks and he suggested that Sudbury Town Council do the same and remove the additional charge.

General discussions were held of the uniformity of the market and ways in which the market could be promoted more.

Councillor Robin Drury suggested that one way to promote the market and other events would be to purchase digital posters at a cost of around £15,000 each.

RESOLVED

That Sudbury Town Council agree to give the market traders two rent free weeks each year, without them having to pay 'extra'. This will commence from 1st April 2018.

That the Market Manager writes to all traders advising them that Sudbury Town Council are fully supportive of them and will consider ways of further promoting the twice weekly market.

7. DELPHI FIRE WORK DISPLAY

Members discussed the future of the Delphi Firework Display. Concern was raised over the number of people now attending the event and the ways in which this could be policed.

Discussions were held regarding the possibility of this being a ticket only event and whether or not to charge a minimal fee.

RECOMMENDATION

That contact be made with the Health and Safety executive to enquire on the limit of people that should be allowed into the area.

That the Events co-ordinator be invited to attend the next meeting to discuss with members proposals for this year's display.

8. SADBURY TOWN TWINNING

Members discussed an email from Sudbury Town Twinning advising that the 10th Anniversary of twinning with Fredensborg was celebrated by them last year. A delegation is coming to Sudbury this year and the association wish to celebrate this anniversary again, including the signing of charters, a celebration cake and requested free use of the Town Hall.

RECOMMENDED

That due to the 10th anniversary being celebrated last year in Denmark, the Town Council will provide free use of the Town Hall and fly the Danish Flag whilst the Danish visitors are in Sudbury but will not provide any further financial support for the event in 2018.

9. REV HENRY WATTS WILKINSON

Since 1995 the Town Council owned portrait of Rev Mr Henry Watts-Wilkinson has been on permanent loan to the Wilkinson family. When the portrait was first loaned to the family, Mr Wilkinson paid to have it professionally cleaned and restored (including having part of the frame repaired and reapplied with genuine gold leaf rather than the easier option of paint).

At a meeting of the committee last year, members agreed to allow the portrait to remain with the family for a further twelve months and for a new loan agreement to be drawn up. Members also requested that the portrait be revalued.

This valuation has now taken place and the committee are requested to consider:-

- To continue with the loan agreement with Mr Wilkinson.
- That the portrait be sold to the Wilkinson family.
- That the portrait be returned to Sudbury Town Council.

RECOMMENDED

That the town council offer to sell the portrait to the Wilkinson family.

That the Wilkinson family be asked to make the Town Council an offer for the portrait and that providing the offer is equal to or higher than the valuation their offer be accepted.

10. INSTALLATION OF SEMI-PERMANENT PVC BANNERS

Mr Gray, Chairman Friends of St Peter's, attended the meeting to discuss with members proposed signage at St Peter's. Last year they commissioned a survey to ascertain perceptions and needs among the public. One thing that came out repeatedly was that young people do not really understand that St Peter's is no longer a church or that it is open for all sorts of community and cultural events. Therefore they would like to put up some modest signage outside to reflect the true nature of the building's current use and encourage new visitors. They would like to attach some tall, thin, semi-permanent PVC banners to the posts that stand outside the main door. These posts hold up-lighters that illuminate the tower, so probably belong to the Town Council.

Mr Gray advised that he had tried to contact the Heritage team at Babergh District Council to ask for their advice but had not received a reply.

RECOMMENDED

That the Town Council fully support this proposal.

That District Councillor Luke Cresswell follow up the request with the Heritage team.

11. FREEMAN'S TRUST MEMORIAL

As part of the commemorations to celebrate the end of WW1, the Sudbury Freeman's Trust would like to install a plaque/information board in Belle Vue Park to remember the women from Sudbury involved in the War. This will be completely funded by the Freeman's Trust.

RECOMMENDED

That the town council fully support the proposal from the Freeman's Trust and that they be advised to discuss proposals with BDC who own the park.

12. SUFFOLK PARKING MANAGEMENT STRATEGY

Suffolk County Council have launched the Suffolk Parking Management Strategy consultation. Six policies are being considered. A copy of the consultation is shown at minute page 154. A parking strategy can support the local economy, meet residents' needs for car parking near their homes, provide access to key services and facilities for special needs groups and people with impaired mobility, improve journey time reliability for road users, encourage sustainable travel modes and help reduce reliance on the private car, enhance the built and natural environment, make Suffolk a safer place.

Members were requested to consider each of the policies and then complete the questionnaire.

RECOMMENDED

A copy of the completed questionnaire is shown at minute page 164.

13. PROPOSED BUSINESS PLAN

Councillor Antill advised members that she is in the process of producing a business plan for the Town Council.

For each area of council activity, members need to consider; What we do now? (Is the description accurate?), What we should be doing/aspire to do in the three years (or longer)? What, if any, budgetary implications there are if we undertake actions planned in the next three years?

Any aspirations will be included in an action plan at the end of the business plan and any financial implications identified should be incorporated in the three year financial plan.

The Business Plan is a living document. It will be reconsidered and revised each year and changes made as circumstances change.

RECOMMENDED

That members feed any suggestions/ideas they have directly to Councillor Antill and that this matter be discussed again at the next meeting.

14. MATTERS PENDING LIST

A copy of the matters pending list is shown at minute page 166.

Item 2 – Councillor Owen advised that he had contacted Mr Thomas regarding this but had not received a reply.

Item 3 – Mrs Budd advised that this matter was still ongoing. There was a line within the S106 agreement that prevented signage going anywhere but North St and Station Road car parks and the Bus Station. Last correspondence received from Babergh stated that Sainsbury's would not remove this line from the agreement.

Item 4 – Mrs Budd advised that she had met with Mr C Knock from Babergh District Council who is going to work alongside the town council and the Sudbury Common Lands Charity to apply for a grant of £15,000.

RECOMMENDED

That the remainder of the matters pending list be NOTED.

15. HIGHWAYS LIST

A copy of the highway list is attached at minute page 167.

The following comments were made:

- Councillor Owen advised that he had spoken with Mr S Merry on various issues including parking restrictions and the bus station. Mr Merry advised that he would contact Councillor Owen as soon as he had some answers. Councillor Owen felt their conversation was a very positive one.
- Mr Merry stated that he would not have a problem with benches being installed on the paved area of Market Hill to prevent delivery vehicles from parking and unloading. These benches would need to be hinged so they could be moved on Market days. Request that the Town Centre manager advise the shops that delivery vehicles will need to stop parking on this area. It may be necessary for some of the parking bays be changed to loading bays.
- Councillor Owen was requested to chase up with highways the damaged barrier near the Masonic Hall. This was damaged by a car and needs to be repaired, along with the zebra crossing markings re-painted.

RECOMMENDED

That the highways list be NOTED.

EXCLUSION OF PUBLIC (WHICH TERM INCLUDES THE PRESS)

That pursuant to Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the business specified in item 16 on the grounds that if the public were present during this item, it is likely that there would be disclosure to them of exempt information.

16. HIGHWAYS MATTER

RECOMMENDED

That the PRIVATE and CONFIDENTIAL report shown at minute page 168 be NOTED.

The meeting concluded at 9.15pm

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Chairman