

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD IN
THE MAYOR'S PARLOUR, TOWN HALL ON TUESDAY 17th SEPTEMBER 2019 AT 6.30PM**

PRESENT: Mrs J Antill – Chair

Mr S Barrett
Mr N Bennett
Mrs E Murphy
Mr R Spivey

Mrs J Howells – Town Clerk

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 for absence were received from Mrs J Osborne.

Mr L Cresswell and Mr J Owen were absent from the meeting but no apologies were received.

2. **DECLARATIONS OF INTERESTS**

No declarations of interest were received.

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 Policy and Resources meeting held on the 16th July 2019 be confirmed and signed as a correct record.

6. **TO DISCUSS POLICY FOR USE OF TOWN CREST**

The Town Clerk had received a request for the use of the Town Crest to endorse a local charity the Sudbury Whisky Club.

Members discussed the existing policy which was adopted in September 2012. It was agreed that the current policy is still fit for purpose and that the Town Crest should only be used by 'well established charitable/sporting organisations'.

RECOMMENDED

That the Sudbury Whisky Club be advised that the organisation does not fit the criteria for use of the Town Crest and that permission to use the Sudbury Town Crest when promoting their activities will unfortunately not be granted.

7. TO DISCUSS POLICY FOR HIRE OF MAYOR'S PARLOUR

The Town Clerk advised that a request had been received for hire of the Mayor's Parlour by a local organisation on one Wednesday evening per month.

Currently the Mayor's Parlour is not available for hire but is used occasionally during the day for meetings of groups closely associated with the Town Council such as Sudbury in Bloom and Sudbury Ephemera as well as for District and County Council meetings.

Members agreed that the Mayor's Parlour should not be hired out to other organisations in the evenings. There are several other venues in the town suitable for meetings such as the Methodist Hall, The Quay Theatre, the Christopher Centre, All Saints Church Hall and the Bridge Project.

RECOMMENDED

That the Mayor's Parlour is not available for hire in the evenings and should remain for Town Council use only.

That any requests for hire of the Mayor's Parlour be advised of the other facilities available in the town. The Assembly Room in the Town Hall is available for hire in the evenings at the published rates.

8. COUNCIL REPRESENTATION ON TOURISM FORUMS/GROUPS

The Town Clerk advised that the former Town Centre Manager represented the Town Council on various tourism groups such as Stour Valley Visitor Development and the Wool Towns group. It was agreed that Sudbury should be represented on these outside bodies.

RECOMMENDED

That a Town Councillor be elected at the next Full Council meeting to represent Sudbury on any relevant tourism groups.

9. REVIEW OF SALC GOVERNANCE ARRANGEMENTS AND CONSTITUTION

The Town Council had been requested to review the draft SALC governance arrangements and constitution.

RECOMMENDED

That SALC be advised of the following comments:

3. Objectives – it was felt that stating '*current objectives and priorities are detailed in its Corporate Business Plan*' is not sufficient and that the objectives and priorities should be detailed in the new constitution.

5. Governance – should the SALC board members represent the new combined District Councils eg. West Suffolk rather than the former individual Councils?

5.4 Area Forums – it is not clear how many area forums there will be and what areas they will cover.

The meeting concluded at 7.15pm

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Chairman