

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE, ENVIRONMENT & HIGHWAYS COMMITTEE HELD IN
THE MAYOR'S PARLOUR, TOWN HALL ON TUESDAY 26TH NOVEMBER 2019 AT 6.45PM**

PRESENT: Mrs S Ayres – Chair

Mr S Barrett
Mr O Forder
Mr S Hall
Mr J Sayers

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

1. SUBSTITUTES AND APOLOGIES

Apologies for absence were received from Mrs J Osborne.

Mr L Cresswell, Mr J Owen and Mr D Williams were absence but no apologies were received.

Mr S Barrett was substitute for Mrs J Osborne.

2. DECLARATIONS OF INTERESTS

In accordance with guidance from Babergh District Council's Standards Committee, Mrs S Ayres declared that she is a Babergh District Councillor. This member 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 items 8 and 17a.

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 29th October 2019 be confirmed and signed as a correct record.

6. INSTALLATION OF A COMMUNITY NOTICE BOARD

In September 2018, members agreed to place money in the 2019/2020 budget for the purchase of a Notice Board to be installed at the park in Pine Croft Rise, Sudbury. Costings have been obtained.

RECOMMENDED

That under the power LGA 1972 S142 members approved the purchase of a Community Notice Board up to the cost of £865.20 (inc VAT).

7. COFFEE MACHINE

The Town Council lease a coffee machine that is used by staff and councillors. The current lease is up for renewal. A new lease for 36 months has been proposed that will save the council just over £500 per year.

RECOMMENDED

That under the power LGA 1972 S145, the Town Council accept the new 36 month agreement at a cost of £121 per month.

8. INSTALLATION OF A HERITAGE RED TELEPHONE BOX

The pre-planning application had been received in favour of the installation of a Heritage Red Telephone Box outside the front of the Town Hall.

Members were asked how they would like to proceed with this matter.

RECOMMENDED

That full planning permission is now applied for.

9. INSTALLATION OF TWO MEMORIAL BENCHES

Members were advised that two requests had been received for the installation of memorial benches down on Mill Acre. One would be a seat in a new location whilst the other will be a picnic bench to replace one that was recently vandalised.

Both of these will be paid for by the families. This includes the installation.

RECOMMENDED

That under the power LGA 1972 S142, the Town Council purchase a new seat up to the sum of £810 and a picnic bench up to the sum of £740.

That costings be investigated on installing 'equipment' on Mill Acre such as a brick BBQ, outdoor Chess set etc.

10. HAPPY TO CHAT PLAQUES

Members were requested to install 'Happy to Chat' plaques onto some of our benches. These plaques are designed to encourage people to sit and chat with others.

RECOMMENDED

That unfortunately the Town Council are unable to support this request.

11. CEMETERY POLICY

A complaint had been received from a member of public regarding dogs being allowed in the Cemetery. They stated that dogs were regularly fouling against the headstones. Currently the policy allows dogs to be taken into the cemetery on a lead.

RECOMMENDED

That the policy remains unchanged.

Should the Cemetery staff witness this happening, then they respectfully approach the member of public requesting that they do not allow their dog to foul in this area.

12. PURCHASE OF DEFIBRILLATORS

Members were advised that £6000 had been received from a member of public for the installation of 3 more defibrillators. This money will cover the purchase and installation of them.

It is proposed that these be located at the Fire Station, the Fish and Chip shop in Waldingfield Road and hopefully along Cornard Road somewhere near West Suffolk College.

RECOMMENDED

Under the power of the Public Health Act 1936 s 234, members agreed for the purchase and installation of 3 defibrillators up to the sum of £6000.

That £1000 be placed in the 2020/2021 budget for any required maintenance on these i.e. purchase of new pads or batteries.

13. ST PETER'S CLOCK

Two quotations were received for the repair of the clock on St Peter's.

RECOMMENDED

Under the power of the Parish Council Act 1957 s2, members agreed the quotation received from Smiths of Derby for the sum of £2198 (exc VAT).

14. FREE USE OF THE MAYOR'S PARLOUR

A request has been received from the NHS Retirement Fellowship for the free use of the Mayor's Parlour over three days for a Culture, Heritage and memories project.

This project will focus on people's memories, experiences, cultural traditions and recollections/reminiscences, especially in sharing experiences with the wider community, in the history of the NHS.

RECOMMENDED

That the NHS Fellowship be advised that the Town Council are happy for them to use the Mayor's Parlour, however they are unable to give them the use free of charge.

That the policy committee be requested to formulate a policy for the free use of the Mayor's Parlour or the Assembly Room.

15. 5 YEAR FIXED WIRE TESTING

A quotation was received from Ambrose Electrical regarding the 5 year fixed wire testing.

RECOMMENDED

That under the power of the LGA 1972 s 144, members approved the quotation from Ambrose Electrical for the sum £1650 (exc VAT).

16. REINSTATE A FINGER POST

Members were requested to approve an invoice received from Wiles Contractors Ltd to reinstate a red finger post at the top of North Street. This was knocked by a vehicle and had become unsafe.

RECOMMENDED

That under the power of the LGA 1972 s142, members approved the invoice from Wiles Contractors for the sum of £546 (exc VAT).

17. HIGHWAYS MATTERS

- a) Hedgehog Warning signs – An email received from a member of the public was discussed. Members were requested to consider installing 'Hedgehog Warning signs' in the footpath that runs between Acton Lane and Aubrey Drive.

RECOMMENDED

That unfortunately the Town Council are unable to support this request. The area will be monitored and if this continues to be a problem, the Council will reconsider.

- b) Strategic Lorry Route – The Town Council have been invited to attend a meeting with Halstead Town Council over the proposed changes for the Strategic Lorry Group. Members were requested to appoint a member to attend.

RECOMMENDED

That as this issue was originally discussed by Councillor Steve Hall, he will attend the meeting along with the Town Clerk.

- c) Highways list – Discussions were again held over the possibility of creating a one way system around Acton Square, the ongoing issues with the state of Ballingdon Bridge, both dirty and the lights failing.

RECOMMENDED

- **That the cost implication of installing a one way system around Acton Square would be very high.**
- **That the Community Wardens be asked if they would be able to clean Ballingdon Bridge early one Sunday morning, along with Councillors.**
- **That the Community Wardens be reminded that they were going to straighten some of the bent over posts using the Cherry picker they used for the Christmas lights.**

18. MATTERS PENDING

The Matters Pending list shown at minute page 476 was discussed.

- Pedestrian signage – This will be incorporated within the whole regeneration project of the Town Centre.

RECOMMENDED

Request that Babergh District Council transfer the Sainsbury's S106 money for signage to the Regeneration Scheme to ensure it gets spent.

That the contents of the matters pending list be noted.

The meeting concluded at 7.36pm

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Chairman