

SUDBURY TOWN COUNCIL

**MINUTES OF THE MONTHLY MEETING OF SUDBURY TOWN COUNCIL
HELD IN THE TOWN HALL, SUDBURY, ON TUESDAY 10TH JANUARY 2023 AT 7.00PM**

Present: Ms E Murphy – Mayor of Sudbury, in the CHAIR.

Mrs J Antill	Mrs J Osborne
Mr N Bennett	Miss A Owen
Mr S Hall	Mr J Owen
Mr A Osborne	Mr R Spivey

Mr C Griffin – Town Clerk
Mrs J Budd – Deputy Town Clerk
Mr B Smith – Community Warden Manager

3 members of public.

Before the start of the meeting, the mayor requested members give a round of applause in memory of the late great footballer, Pelé.

1 **APOLOGIES**

Apologies for absence were received from Councillors Mrs S Ayres, Ms J Carter, Mr T Cresswell, Mr P Faircloth-Mutton and Mr T Regester.

2 **DECLARATIONS OF INTEREST**

Mr A Osborne, Mrs J Osborne and Miss A Owen declared that they were Babergh District Councillors.

3 **DECLARATIONS OF GIFTS AND HOSPITALITY**

There were no declarations of gifts or hospitality.

4 **REQUESTS FOR DISPENSATION**

No requests for dispensation had been received.

5 **MINUTES**

RESOLVED

That the minutes of the Council meeting held on Tuesday 8th November 2022 be confirmed and signed as an accurate record.

6 **ACTION FROM PREVIOUS MEETINGS**

NOTED

The Town Clerk advised members that:

- The December finance committee had given £500 towards the Dentaid Bus. Unfortunately Councillor Ms Carter was not present at the meeting so was unable to give an update.
- Town Hall policy – This would be discussed at the next meeting of the Policy & Resources Committee.
- Belle Vue Working Group – This matter would be discussed later in the agenda.
- Member staff relations policy – Councillor J Owen would report his recommendation to the next meeting of the HR Committee.

7. REPORTS

a) County Councillors' reports

In his absence the Deputy Town Clerk read out a report from Mr Faircloth-Mutton.

I wish to bring to the Council's attention the following updates from the County Council:

New woodland for area between Essex Avenue and Peoples Park:

- *Planting of fruit trees and bushes has commenced on community land following Springlands and Waldingfield Road local residents' requests to me for greater biodiversity in their area. The partnership between Suffolk County Council, who developed the project in its Healing Woods programme and funded by Babergh District Council is an example of local government listening and delivering long lasting benefits to our community.*

2023-24 Proposed Budget announced:

- *Frontline services would be protected with 2% increase in base rate and 2% Adult Social Care precept (combined 4%).*
- *£500,000 funding for eco friendly alternative to glyphosate to treat weeds on highways, following the Conservative Administration's earlier ban of the substance*
- *Additional £700,000 for SEND recruitment*

The proposals will add £1.10 per week to an average band D property, and a below inflationary increase which is less than numerous other authorities, providing social care, who are expected to raise rates by a combined 5%.

The following questions were put to officers to forward onto the two County Councillors:

- It had been brought to members attention that Suffolk County Council were now charging a license fee for the installation of all new grit bins. Could both Councillor Faircloth-Mutton and Ms Carter investigate this?
- Many drains on the highway still appeared to be blocked. What was the schedule of works for Sudbury?
- Could the County Councillors find out the schedule of works planned for complete resurfacing of roads in Sudbury?

- Some roads around town were showing significant signs of deterioration. These should be reported directly to Suffolk Highways via their online reporting tool.
- b) District Councillor's report – Cllr Mr A Osborne gave the Babergh District Council report. A copy is shown at minute page 23.

The following questions were asked:

- Would there be other town liaison meetings? Councillor Mrs Osborne advised that several meetings would be arranged throughout the year in various locations around the district.
- Within the report, Councillor Mr Osborne stated that as part of a new housing policy, "*BDC needed to make best use of our limited supply of homes - by enabling and encouraging tenants to move to more suitable accommodation if their home no longer meets their needs*" Members asked how this would happen. Councillor Mrs Osborne advised that BDC are currently working on an Incentive Policy to encourage residents to move to a more suitable property, i.e downsizing. It is expected that this policy will be presented to the Cabinet at the end of spring.
- Councillor Mrs Osborne was asked about the proposed new health centre. Mrs Osborne confirmed that the Cabinet had reluctantly approved the risk of Babergh District Council taking on the headlease of the health centre and then sub-letting it to the Hardwicke House practice, until the NHS was in a position to take on the headlease themselves. It was necessary to take on this limited risk to ensure that the project went ahead.
- New bin lorries – The design of these will be dependent on new government legislation covering the range of items required to be collected.
- There had been a delay on any decisions regarding the Levelling Up grants, therefore Hamilton Road quarter had temporarily been halted. Should this bid fail, Babergh did have a plan B.
- Babergh District Council currently had a £300,000 deficit in their budget for FY2023/24. There was no intention at this stage to reduce the services Babergh provide to reduce the deficit.

RESOLVED

That Councillor Mr Osborne be thanked for his report and that Mrs Osborne be thanked for answering members' questions.

- c) Police

The Town Clerk read a report received from Inspector Ben Hollands. A copy of this report is shown at minute page 26

- Members had previously requested that the Town Council were notified in real time of burglaries in Sudbury so that all residents could be warned. Could this be reiterated again?
- Members requested that the Police and Crime Commissioner, Tim Passmore, be asked to an update on the installation of ANPR cameras and the presence of

police officers in the town on Market days. It was noted that there had been an increased presence of police in vehicles in the town centre.

RESOLVED

That the Town Clerk be thanked for the update.

d) Public Forum

No questions were asked.

8 TO ADOPT THE RECOMMENDATIONS OF THE FOLLOWING COMMITTEES:

Planning and Development on 21st November 2022 - Members recommended to full Council the expenditure to convert the Town Council owned streetlights to LED.
It was RESOLVED to ADOPT the REPORT.

Planning and Development on 5th December 2022 - Members discussed the 'What's next for Sudbury' survey. Further discussions would be held with the Babergh Chief Executive at the next working together meeting.
It was RESOLVED to ADOPT the REPORT.

Planning and Development on 19th December 2022 – Members recommended refusal of both applications for land next to Highbank Riding School, mainly due to concerns relating to entering and exiting the site. Members also discussed the possibility of Harp Close Road becoming a one-way street.
It was RESOLVED to ADOPT the REPORT.

Planning and Development on 3rd January 2023 - Members approved the removal of Condition 30 (Construction Environmental Management Plan) for the Chilton Woods Development as long as the CEMP was amended to include an extra condition on page 59 that all contracts must contain clauses to ensure that construction traffic was not allowed to use the A131 or any smaller roads to approach or leave Sudbury from the direction of Halstead and Braintree.
It was RESOLVED to ADOPT the REPORT.

Leisure and Environment on 29th November 2022.
It was RESOLVED to ADOPT the REPORT.

Finance on 6th November 2022 – The Chairman advised that a grant of £500 had been given towards the funding of the Dentaïd bus and members reviewed the revised fixed term deposit list.
It was RESOLVED to ADOPT the REPORT.

Finance on 3rd January 2023 – The Chairman advised that a grant of £335 had been given towards the maintenance costs of a defibrillator. Discussions regarding the FY2023/24 budget and precept would be held later in the agenda.
It was RESOLVED to ADOPT the REPORT.

Human Resources on 15th December 2022 – This would be discussed under Private and Confidential at the end of the meeting.

9. BUDGET FOR FINANCIAL YEAR 2023/2024

The Chairman of the Finance Committee, Councillor Bennett, advised members that over the previous few months, the committee had worked with the Town Clerk and the RFO to build the budget for FY2023/2024. A copy of the proposed budget is shown at minute page 27 and shows a net expenditure of £818,182.55, which took into account the national pay scale increases.

Members considered the draft Budget and were advised that, in order to keep the increase in precept as low as possible, it would be necessary to allocate about £33,182.55 from the General Reserves.

It was proposed that the precept for FY2023/2024 be set at £785,000. This would represent an increase of 4.99%, or £8.26 over the year, on a Band D property.

RESOLVED

That a net budget of £818,182.55 for Financial Year Y2023/2024 be adopted, as recommended by the Finance Committee. Members thanked officers for all their hard work in putting the budget together.

10. PRECEPT FOR THE FINANCIAL YEAR 2023/2024

Following the approval of the budget in item 9, members were requested to approve the proposed precept of £785,000 for FY2023/24.

RESOLVED

That the Precept for Financial Year 2023/2024 be set at £785,000.

11. BANK MANDATES 2023

Members were requested to approve the signatories on the bank mandate for the next financial year 2023/24. It was suggested that all signatories should remain the same as currently. A copy of the proposed mandate is shown at minute page 28.

RESOLVED

That the proposed bank mandate dated 10 January 2023 be approved.

12. PURCHASE OF A GROUNDS MAINTENANCE TRACTOR

Members were requested to approve expenditure of up to £20,000 for the purchase of a grounds maintenance tractor. A detailed summary is shown at minute page 29.

RESOLVED

That, under the power of the Open Spaces Act 1906 s.10, members approve expenditure of up to £20,000 excluding VAT for the purchase of a grounds maintenance tractor. This will be funded from the Cemetery EMR 362.

13. ST PETER'S CHURCHYARD

Following a presentation from the Churches Conservation Trust at the Leisure and Environment Committee meeting, members were requested to approve expenditure of up to £25,000 to refurbish the small churchyard at St Peter's. This money had been bequeathed to the Town Council by a local benefactor.

RESOLVED

That, using the general power of competence under the Localism Act 2011 ss1-8, members agreed to provide a grant of £25,000 to the Churches Conservation Trust for the refurbishment of the churchyard at St Peter's. This will be funded from the Public Infrastructure EMR 364.

14. STREETLIGHTING UPGRADE

Members were requested to approve expenditure of £46,742 to upgrade the streetlights owned by Sudbury Town Council to the current Suffolk Highways standard. A detailed summary is shown at minute page 31.

RESOLVED

That, under the power of the Parish Councils Act 1957 s.3, members approve expenditure of £46,742 for the upgrade of streetlights owned by Sudbury Town Council. This will be funded from the Public Infrastructure EMR 364 with an additional £19,000 transferred from the General Reserve to EMR 364 to make up the necessary funds.

15. BELLE VUE WORKING GROUP

Members discussed the report from the Belle Vue Working group. A copy of the report is shown at minute page 32.

It was considered that this was now the time to work closely with Babergh District Council on the way forward for this area. It was felt that the relationship between the Town Council and Babergh had improved.

Now that the contract with the proposed developer has ceased, District Councillor Mrs Osborne advised members of the following:

- Up until the contract formally ended – which was not until notice was given by BDC at 10am on 5th January 2023 – discussions or alternative options for the site could not be discussed with any party.
- The District Council was fully aware that STC have been of their own accord considering their own alternative proposals for the site, and the District Council were very happy to discuss these at the point they were available and agreed by the Town Council.
- Due to the deteriorating condition of the house, ongoing vandalism, still active interest and public feedback in renovating the house, Cabinet met informally on the 9th January and instructed officers to re-market just the house only for a period of 8 weeks. Any new proposals for the sale of the house would be reported as a formal Cabinet decision.

- This did not in any way preclude any dialogue with the Town Council or other interested parties on proposals for the site whether with or without the house. Any marketing of the house did not need to be in combination with the former pool site disposal area.
- The District Council was also finalising the designs for a café and toilet block as previously consulted on with the public and stakeholders, but would pause any planning application pending clarity on the future of the wider site. Similarly for the accessible entrance design which has planning consent, able to be actioned within a 3-year period, it will not be actioned at this time pending views, bids and proposals over the next period. This also pauses £145k of external funding secured including for a fully accessible changing place toilet facility.

RESOLVED

That Sudbury Town Council adopt the recommendations in the Belle Vue Working Group Report. In addition, they felt it was important to reiterate the need for new toilets, café provisions and that any open fronted areas would need to be fenced for security at night.

16. MAYOR'S ANNOUNCEMENTS

The Mayor advised the following:

- Thanks to the Community Warden Team for another successful installation and removal of Christmas lights.
- Thanks to Councillor Philip Faircloth-Mutton for standing in as a character. He had been very popular.
- On Saturday the Mayor had attended a football match at AFC Sudbury in memory of Pelé.
- Reminder that the 'Pick up and drop off' scheme still required donations.

RESOLVED

That the Mayor be thanked for her report.

8.36pm – EXCLUSION OF PUBLIC (WHICH TERM INCLUDES THE PRESS) That pursuant to the Local Government Act 1972 s.100A(4), the public be excluded from the meeting for the business specified in items 17 to 20 on the grounds that, if the public were present during these items, it was likely that there would be disclosure to them of exempt information as specified in Schedule 12A, ss 1-2, that is to say:

- **Information relating to any individual or information which is likely to reveal the identity of an individual**
- **Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.**

8.53pm – Members approved a 30-minute extension to 9:30pm.

17. STEEL ROLLER DOORS

See PRIVATE and CONFIDENTIAL Annex A. Minute page 33.

RESOLVED

That, under the Power of the Local Government Act 1972, s.111, members approve expenditure of up to £6,500 for the purchase of steel roller shutters. These will be funded from the Town Hall Maintenance EMR 361.

18. PERMANENT POSITION OF RFO

See PRIVATE and CONFIDENTIAL Annex A. Minute page 33.

RESOLVED

That Mrs D Deeks be offered the permanent role of RFO.

9.27pm – Members approved a further 10-minute extension to 9:40pm

19. HR BRIEFING

See PRIVATE and CONFIDENTIAL Annex A. Minute page 33.

20. RESIDENTS COMPLAINT REGARDING BALLINGDON ALLOTMENTS

See PRIVATE and CONFIDENTIAL Annex A. Minute page 33.

The business of the meeting was concluded at 9.39pm.

Chairman.....

Revealed: winning names for Babergh and Mid Suffolk's new environmentally friendly bin lorries

Ed Sheerbin, Gary Bineker and Stranger Bins are amongst the winning names for Babergh and Mid Suffolk's new environmentally friendly bin lorries, revealed this week.

Earlier this year, people across Babergh and Mid Suffolk, were invited to submit names for the councils' 22 brand-new bin lorries.

The two-week long competition saw over 400 individual name suggestions sent into the councils – with locals of all ages, from villages to towns, all getting in on the fun.

The councils' crews and waste team then had the challenge of choosing just 22 – picking their favourites from a shortlist of just over 30 names.

For a full set of winning names please go to the Babergh website.

Pioneering councils complete £2.8m carbon-cutting solar investment to slash leisure centres' reliance on the grid by close to half

Over 100 council car parking spaces in Sudbury and Stowmarket have been covered with solar panels, to help power and reduce carbon emissions at two council-owned leisure centres.

Babergh and Mid Suffolk District Councils have finished building solar carports over 110 of their existing car parking spaces to help power two of their leisure centres.

They are among the UK's first rural local authorities to trial the technology, which will reduce the centres' reliance on the grid and cut carbon emissions.

40 solar panels are located at Kingfisher Leisure Centre in Sudbury, helping with the centre's annual electricity demand.

Each site also includes battery storage so excess energy produced during sunnier periods can be saved for later, as well as eight electric vehicle charging points, including two rapid chargers.

The carports, installed by East Anglia-based Polysolar, will generate a combined 292,000 kilowatts (kWh) a year. This equates to a combined annual reduction of 62 tonnes of carbon emissions (CO₂e) produced by the centres.

The works cost £1.4m which was funded by £800k match funding from the Department for Levelling Up, Housing and Communities' Getting Building Fund (awarded by the New Anglia Local Enterprise Partnership). This was topped up by a combined £650k from the councils.

The scheme is part of a wider £2.8m overall investment in solar across the councils' four leisure centres. Last year, they also installed 1,278 solar panels on the centres roofs, along with other energy saving measures – paid for by £1.4m in grants from the Government's Public Sector Decarbonisation Scheme.

Together, the solar carports and roof solar panels are now producing nearly 50% of Mid Suffolk Leisure Centre's annual electricity demand, and just over 30% of Kingfisher Leisure Centre's. 380 solar panels at Hadleigh Pool & Leisure are also producing 40% its demand. This means that each of the three centres have been able to slash reliance on the grid by close to half, at a time when the cost-of-living crisis sees them playing their part as warm spaces for residents in need.

Councils' new tenancy policy recognises 'a home is not just a house'

Council tenants across Babergh and Mid Suffolk can look forward to continuing certainty over their homes with the adoption of the councils' new tenancy policy at Cabinet on the 9th January.

Babergh Cabinet met on Monday 9th January to discuss the adoption of the policy, which supports the councils' vision to improve the wellbeing of its tenants, supporting the development of family life and thriving communities across the districts.

The policy sets out a clear explanation of the range of tenancies that the councils offers and how they are managed. The policy reinforces the councils' recognition of and the importance of all residents having a safe and sustainable place to call home, alongside the need for high-quality social and affordable housing.

The adoption of this policy will ensure that we are in line with the requirements of the Housing Regulator and the councils' aim to be a good landlord and support our communities.

The implementation of secure tenancies is current best practice within the housing sector. It is important that social and affordable homes are managed in a way that is fair and balanced for all residents and this policy supports that.

The tenancy policy aims to:

- explain how tenancies will be managed
- provide tenants with security of tenure
- recognise tenants' needs, aspirations and changing lives and provide a service which meets these
- make best use of our limited supply of homes - by enabling and encouraging tenants to move to more suitable accommodation if their home no longer meets their needs
- support our tenants to sustain their tenancies
- tackle breaches of the tenancy proportionately
- deter and tackle tenancy fraud.

The tenancy policy is in line with Government policy and allows the Councils to continue to provide long-term security tenancies. It will formalise the processes in place with no significant changes to our current practice of tenancy management, or the rights of existing or new tenants.

Councils' successful bid for housing fund pot

Babergh and Mid Suffolk District Councils are amongst local authorities to win funding from the Local Government Association to commission a vital, county-wide housing strategy review.

The £20,000 pot will kickstart a county-wide programme aiming to increase the number of genuinely affordable properties available to meet those in housing need.

The Housing Advisers Programme grant will fund the provision of bespoke expert support to councils.

Suffolk's successful bid was led by East Suffolk Council, which will work with Suffolk County Council, Ipswich Borough Council, Babergh District Council, Mid Suffolk District Council and West Suffolk Council – identifying opportunities to bridge the gap between housing supply and demand.

Working together as the Suffolk Housing Board, the councils have identified 900 properties available for rent, 5,000 properties marketed for sale, 1,000 long term empty homes and 6,000 second

homes. And yet, despite this, there are currently a significant number of households living in unsatisfactory, unsuitable accommodation, experiencing, or at risk of homelessness.

The Suffolk Housing Board will therefore agree proposals that remove barriers to accommodating people, as well as gaps in policies where accommodation solutions could be encouraged. The councils will use this opportunity to join up their approaches, exploring ideas such as resource pooling, funding empty home renovations, early engagement, legal advice and community engagement.

We welcome the opportunity to build on the innovative work we are already doing both individually and with our neighbouring authorities to meet the ever-increasing needs of our communities. We believe everyone should have a safe and secure place to call home, and yet despite our best efforts we know there are still households living in unsatisfactory accommodation or facing fear of homelessness. By working together, we can do more to identify every opportunity and bridge the gap between supply and demand.

The current cost of living crisis makes this work more important now than ever. Our services are becoming increasingly stretched, and while we are all dedicated to helping each individual case, we could do even more by working together to find a strategic sustainable solution – and increasing the number of genuinely affordable properties available for those in housing need.

The project is due to begin in January 2023. The Suffolk Housing Board will then monitor the success of the programme by looking at indicators including the reduction in use of B&Bs and hotels, the number of empty homes brought back into use and the successful placement of previously homeless into the private sector.

Town and Parish liaison meetings – a reminder

Babergh and Mid Suffolk District Councils are reinstating their regular meetings with town and parish councils, with invitations already issued via clerks.

The next sessions, in early February, will be an opportunity to share current thinking on Babergh and Mid Suffolk budget setting, update on progress with the Joint Local Plan and plans for the 2023 elections.

We would also like to hear about town and parish plans for local Coronation celebrations, and introduce our new locality officers and approach.

The meeting for Babergh is on Wednesday 1 February, 9.30 to 11.30am at Constable Memorial Hall, Gandish Road, East Bergholt. CO7 6TP.

January 2023 Police Report to Sudbury Town Council

As always the past few months have been a very busy period for us within the Sudbury Police locality as a whole. I have set our current policing priorities as the following –

1. County lines and drugs enforcement
2. Theft of ford transits
3. High visibility patrols of night time economy with a focus on ASB, violence against women and girls and serious violence.
4. High visibility patrol within Sudbury town centre using the power of “Hello”.

You will note that both points 3 and 4 are directly targeted at the town centre. I hope you have seen an increased presence within the town centre recently and both officers/PCSO'S have been doing pop up engagement providing reassurance and crime prevention advice to member of the public. This is a trend I would very much like to continue with some wider community engagement within the Sudbury locality and associated 37 parishes.

We have also had some significant demand with the following operations -

- OP Curren – The policing operation within Sudbury for the football world cup
- Op Facilitate – The policing of the night time economy within Sudbury over the Christmas and new year period
- NPCC National Christmas drink drive campaign.

In addition we have supported the remembrance day parade, Halloween, late night shopping and the turning on of the Christmas lights with Sudbury and the surrounded parishes. I am pleased to say that there has been low levels of disorder and anti- social behaviour.

I am sure you will be aware that we had 4 shop burglaries overnight on the 13th November. These crimes continue to be investigated but we are yet to identify a suspect. Also over the Christmas period we had a further shop premise burgled which remains an active investigation. I am acutely aware that at the end of each of these business related crimes there is a real victim. There have been some reports of a begging and antisocial behaviour with in the town centre which we are aware of and continue to deal with robustly.

Away from the town centre we have a spate of dwelling burglaries, Catalogic convert thefts, theft of Ford Transits, heating oil thefts, and the targeting of rural premisses. We continue to target these type of offences through preparation, protection, prevention, and the pursuit of offenders. Sudbury also suffered a series of Moped thefts during the final 3 months of 2022 and we have identified a suspect who is currently on bail awaiting a crown prosecutions decision.

I would like to thank the council for its support during 2022 and I look forward to working with you in the coming year.

On a separate note, I would like to offer the opportunity to for 2 councillors and yourself to meet with me and one of my team every 3 months for an informal discussion on any issue's which are relevant. This would be during office hours and we could do it at the Police Station or the town hall. Do you think there would be any interest amongst your members ? Let me know what you think.

Ben Hollands
T/Inspector 338
Sudbury & Haverhill Locality Commander

CC	Cost Centre Name	Draft budget 2023/2024	Actual 2022-23 Mid-Year	Budget 2022-23	Actual 2021-22	Actual 2020-21
101	Corporate Management	-	-	3,000.00	6,820.00	2,640.00
102	Democratic Representation and Management	6,000.00	-	650.00	(1,814.00)	(1,929.57)
103	Grants - General Power of Competence	45,000.00	4,140.00	50,000.00	37,439.00	49,293.00
109	Central Services and Administration	258,493.58	114,555.00	250,540.31	204,204.00	231,355.36
199	Capital Projects	-	-	70,000.00	30,000.00	37,000.00
201	Markets	(16,661.48)	(15,694.00)	(21,253.67)	(34,237.00)	(16,668.29)
204	Street Fairs	1,554.00	(904.00)	1,837.75	(244.00)	419.92
205	Council Public Events	16,608.70	21,028.00	30,654.38	11,158.00	38,611.51
206	Town Economy	69,598.63	18,709.00	74,315.32	42,844.00	-
211	Town Hall Building	103,787.89	39,222.00	81,308.40	69,696.00	70,982.50
212	Public Clocks	2,500.00	-	2,500.00	2,158.00	833.70
213	Street Wardens	3,339.08	(13,781.00)	2,768.24	(2,140.00)	(52.45)
221	Allotments	0.00	468.00	380.52	(1,362.00)	(1,098.92)
239	Open Spaces and Closed Churchyards	34,504.17	10,077.00	23,317.50	17,111.00	12,762.69
241	Cemetery	69,825.87	10,088.00	41,467.50	34,888.00	22,844.96
243	War Memorial, Aelfhun and Gainsborough Statues	1,817.00	-	500.00	-	1,800.00
250	Information Centre	37,564.70	14,295.00	31,016.42	7,645.00	21,115.40
252	Christmas Lights	18,405.00	2,991.00	16,450.00	18,674.00	13,110.08
261	Museum	700.00	1,630.00	700.00	-	-
301	Street Lighting	11,962.00	-	4,620.00	4,350.00	4,286.24
302	Street Furniture	1,790.00	1,594.00	1,550.00	(100.00)	652.03
311	Highways	(1,550.00)	(1,390.00)	(1,200.00)	(1,400.00)	(1,170.71)
312	Footpaths	3,769.00	-	1,350.00	-	-
321	Floral Displays and Flower Beds Maintenance	22,406.14	10,694.00	21,568.30	20,043.00	18,866.27
341	Community Wardens	99,489.04	40,754.00	74,511.46	68,094.00	72,570.21
499	Lotteries, Bingo and Raffles	(12.00)	(193.00)	(672.00)	-	-
500	Delphi Club	-	-	-	2,774.00	2,918.68
502	Advice Centre	-	-	-	-	22,353.61
901	Civic Activities	27,291.23	8,685.00	27,117.14	18,959.00	4,525.83
Financial results excluding precept		818,182.55	266,968.00	788,997.57	555,560.00	608,022.05
Budget support from General Reserves		(33,182.55)		(20,300.00)	-	
Other support from General Reserve		-		(34,697.57)	-	
Grants		-		-	(7,114.00)	
Precept		(785,000.00)		(734,000.00)	(691,100.00)	(704,100.00)
		(818,182.55)		(788,997.57)	(698,214.00)	(704,100.00)

10th January 2023

SUDBURY TOWN COUNCIL – BANK MANDATES

Lloyds Bank

That the bank signatories listed below above remain on the authorised bank mandate.

Mrs S M Ayres
Mr N A Bennett
Mr A F D W Osborne*
Mrs J F Osborne*
Mr J Owen
Mr R Spivey
Mr C M Griffin

New Bank Accounts

That the signatories listed below will be on the new bank mandates.

Mrs S M Ayres
Mr N A Bennett
Mr A F D W Osborne*
Mrs J F Osborne*
Mr J Owen
Mr R Spivey
Mr C M Griffin

*Signatories who have a close personal connection cannot act a co-signatories for the same payment, e.g.; a married couple, a mother and son, a brother and sister.

Electronic Bank Payments

That the officers listed below are authorised to approve electronic bank payments.

Mr C M Griffin
Mrs J Budd

That the officers listed below are authorised to set-up but not approve electronic bank payments.

Mrs D Deeks
Ms N Whittle

Removal

That officers must automatically remove any councillor or officer from all bank mandates should they cease to be a member or an employee of the council.

Agenda item – Full Council

Tuesday 10th January 2023

Item 12 – Grounds Maintenance Tractor

What is required: Approval to spend up to £20,000 on a grounds maintenance tractor to enable the Community Wardens to undertake the grounds maintenance work in-house.

Why it is required: STC is in the last year of a four-year grounds maintenance contract valued at just under £55,000 for the last year. The contractor has pulled out of this contract early and the Leisure and Environment Committee have recommended that the Community Warden team conduct a one-year trial to see if this work could be done more cost effectively in house. The key piece of equipment for the grounds maintenance tasks is a tractor with a grass cutting blade. A number of models have been tested and the John Deere X940 commercial diesel lawn tractor, with 48HME rear discharge cutting deck, has been selected as the most suitable. There will also be a need for a 5-year comprehensive maintenance plan to cover the estimated 300 hours per annum usage.

How will these be funded: The funding of £55,000 per annum covers floral supplies and maintenance, as well as cemetery and general grounds maintenance. The floral work is best done by specialists and the £20,000 for this will be contracted separately. The remaining £35,000 in the current budget is sufficient to cover a full-time warden costing about £31,000 (SCP6) leaving about £4,000 per annum to cover equipment and other incidental costs.

	<u>Year</u>	<u>Per Annum</u>	Plus 9.8% (Sep 2022 Annual CPI =8.8% Plus 1% agreed increase)	TOTAL FOR 2022/2023	Per Month	Twice a year Winter & Summer planting
Cemetery Contract	Oct 2022 - Sep 2023	£ 24,540.94	£ 2,405.01	£ 26,945.95	£ 2,245.50	
Floral Supplies & Maintenance	Oct 2022 - Sep 2023	£ 18,446.38	£ 1,807.75	£ 20,254.13	£ -	£ 10,127.07
General Grounds Maintenance - Sudbury	Oct 2022 - Sep 2023	£ 7,074.04	£ 693.26	£ 7,767.29	£ 647.27	
				£ 54,967.38		

It is proposed to fund the tractor purchase price of about £20,000 from the Cemetery EMR362 and repay this capital over the next 5 years (FY 2023/24 to FY2027/28). If the council decides not to continue with in house grounds maintenance, the tractor could be sold to recover the balance of the cost.

What are the quotes:

Supplier One - £16,582 for the tractor and £3,193 for the 5-year maintenance plan (total **£19,775** excluding VAT)

Supplier Two - £16,200 for the tractor and £3,229 for the 5-year maintenance plan (total **£19,429** excluding VAT)

Other suppliers were asked for quotes but did not respond.

Which Option is Recommended:

Supplier Two is recommended as he is the cheaper and he has confirmed that he will have the model required available for delivery in March 2023.

When will it be fitted:

Supplier Two has already ordered one of these models and can deliver by the end of February.

Agenda item – Full Council **Tuesday 10th January 2023**

Item 14 – Streetlighting Upgrade and Repairs

What is required: Approval to spend £46,742 on upgrading the streetlights owned by Sudbury Town Council to the new low energy LED lamps.

Why it is required: Sudbury Town Council own 13 pathway lights and 36 streetlights, as well as the 8 electrical feed pillars on Market Hill. These are maintained and supplied with power by Suffolk Highways and they bill STC for this service at the end of each FY. These lights are currently fitted with old style lamps which are no longer supported by Suffolk Highways and which use about 5 times as much energy as the new LED standard lamps. If these old lamps fail, they would need to be replaced, one at a time, with the current standard of LED lamp; this would be a slow and inefficient process. However, the main reason to replace all the lamps as soon as possible is to save energy.

The price of electricity has more than doubled over the last year and STC have to pay for the power used in the streetlights owned by the Town Council. Modern LED streetlights use about one fifth of the power of our existing old lights and would save money over time. This would also contribute to reducing the Council's carbon emissions.

We received a quote from Suffolk Highways in December to upgrade all our old streetlights and path lights to their latest LED standard and to replace or repair any damaged columns.

How will these be funded: We made a budget allocation in the current year of £19,250 for replacement streetlights and another £8,500 for general public infrastructure, giving 27,750 in CC 199, which is now held in EMR 364. If we take another £19,000 from the general reserve, there will be sufficient funds for this project.

Estimated savings of about £6,500 per annum in electricity costs will offset this capital investment in about 7 years.

Suffolk Highways do not expect to be able to do the work in this financial year, so we should commit the funding now and transfer it to EMR 364 to be spent in FY2023-24.

What will be purchased:

- 28 lantern replacements
- 1 wall pole replacements
- 12 hinged column replacements
- 3 standard column replacements

When will it be fitted: Suffolk Highways cannot complete the work before the end of this financial year, but we should aim to get the work done before the longer nights start next autumn.

Sudbury TC Working Group Recommended Option for Belle Vue House and Swimming Pool Site Adopted by the Full Council on 10th January 2023

Sudbury Town Council set up a Working Group (WG) on 27th September 2022 to explore detailed options with outline costs for an alternative plan to preserve Belle Vue House and to open up the old swimming pool site as a new entrance for the park. The members were Ellen Murphy, Sue Ayres, Jessie Carter, Philip Faircloth-Mutton, Alison Owen and Tim Register. The WG endeavoured to engage with potential developers and other interested parties who could offer alternative options that would be ready to take forward in early 2023.

Although the WG conducted detailed discussions with one potential purchaser, they were clear that any recommendation had to be open to any potential developer and that a range of bids should be sought for the project. The purpose of investigating the detail with one potential developer was to prove the viability of the general approach.

Recommendations

That Sudbury Town Council should adopt the following 2 linked outcomes as its policy for Belle Vue:

That Belle View House be retained as an attractive historic building in Sudbury at no future cost to any local authority. To achieve this Belle Vue House should return to its original role as a private family home, or two homes, with the fabric of the building and its grounds restored to a high standard that would ensure their long-term viability. They would remain a visual asset to Sudbury and to the public using the park. To enable Belle Vue House to be sold at the best price for conversion into two private homes an additional few metres of space to the south should be included in the sale to allow appropriate separation from the building.

That the old swimming pool site be cleared and reprofiled to allow a new entrance to be developed which would have a clear line of sight into the park from St Peter's. This development should be approached as a multi-stage process with the first stage funded by the sale of Belle Vue House and any later stages funded through CIL and grants.

That the existing vehicle entrance from Newton Road should be retained for use by both Belle Vue House and local authority vehicles maintaining the park. This would ensure continued vehicle access to the park from both sides as at present which is an important safety feature for large events.

In addition, the Full Council felt it was important to reiterate the need for new toilets, café provisions and that any open fronted areas would need to be fenced for security at night.

Outline Costs - One developer indicated that the profit from the sale of Belle Vue House as two private homes should be sufficient to cover the costs of clearing the former swimming pool site and reprofiling the land as a grass slope rising from Belle Vue roundabout up to the current park area. To ensure that the funding from the sale of the house was sufficient to remove the old swimming pool and wall, the WG propose to make a condition of the sale that the buyer removes the old swimming pool and wall and reprofiles the land ready for development as a new pedestrian park entrance.

Additional landscaping such as paths, steps, fencing, gates, etc would be an additional cost which could be funded through CIL and grants.

Next Steps - To engage with BDC to discuss the details of how this plan could be implemented.

Private and Confidential report.

Items 17 – 20.