

**SUDBURY TOWN COUNCIL**

**MINUTES OF THE MONTHLY MEETING OF SUDBURY TOWN COUNCIL  
HELD IN THE TOWN HALL, SUDBURY, ON TUESDAY 13<sup>TH</sup> JUNE 2023 AT 7.00PM**

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Present: Mrs J Osborne Mayor of Sudbury, in the CHAIR.

Mr P Beer	Miss A Owen
Mr N Bennett	Ms J Rawlinson
Ms J Carter	Mr T Regester
Mr S Hall	Mr A Stohr
Ms E Murphy	Mr A Welsh
Mr M Olyver	Mr N Younger
Mr A Osborne	

Mr C Griffin	Town Clerk
Mrs J Budd	Deputy Town Clerk

County Councillor P Faircloth-Mutton and 10 members of the public

Before the meeting Councillor A Stohr read out his reflection on becoming a Councillor.

The meeting was broadcast with sound only due to poor picture quality.

1 APOLOGIES

**Apologies for absence were received from Councillors Mrs M Barrett and Ms P Berry-Kilby.**

2 DECLARATIONS OF INTEREST

**Councillors Mr Beer, Ms Carter, Mr Osborne, Miss Owen and Mr Regester declared they were Babergh District Councillors.**

**Councillors Ms Carter and Mr Beer declared that they were Suffolk County Councillors.**

3 DECLARATIONS OF GIFTS AND HOSPITALITY

**No declarations were received.**

4 REQUESTS FOR DISPENSATION

**No requests for dispensation had been received.**

5 MINUTES

**RESOLVED**

**That the minutes of the Full Council meeting held on Tuesday 16<sup>th</sup> May 2023 be confirmed and signed as an accurate record.**

## 6 ACTIONS FROM PREVIOUS MINUTES

The Town Clerk advised that the only action from the last meeting was to allow an extension on signing the Declaration of Acceptance of Office. All councillors had now completed this.

### **RESOLVED**

**That the report be noted.**

## 7 REPORTS

- a) County Councillor's report – A copy of Councillor P Faircloth-Mutton's report is shown at minute page XXX.

The following points were also raised:

- The weeds along the kerb side of Park Road and Windermere Road were very tall and overgrown. Could this be looked into?
- The area along Springlands Way had been cut back in May. A second cut was due to take place in July. A new highways contractor would be place from the 1<sup>st</sup> October. It was hoped that the new contractor would keep the grounds maintenance under control.
- Gully Cleaning – Was there a schedule of works? Could a copy of this schedule be requested by the Town Clerk.

A copy of Councillor Ms Carters' report is shown at minute page XXX.

The following points were also raised:

- Could Suffolk County Council come and inspect the work carried out by contractors on the pavement outside the former Mountain Warehouse shop. This pavement had recently been repaired; however it was very uneven and slabs were already broken.
- Members expressed their disappointment regarding the cancellation of the number 91 bus service from Sudbury to Hadleigh on Saturdays. Members requested the Town Clerk writes to the bus company to express their disappointment in the cancellation of this service.

### **RESOLVED**

**That Councillors Ms Carter and Mr Faircloth-Mutton be thanked for their reports.**

- b) District Councillors' report – A copy of Councillor Ms Carters' report is shown at minute page XXX.

The following points were also raised:

- District Councillors were urged to guarantee that Sudbury wouldn't be forgotten and that there would be less talk and more action.
- Parking permits for Babergh's Car Parks were only available within the long stay areas, therefore people who live around North Street/New Street area were unable to use permits in the nearest car park to them. Could this policy be re-examined?
- Had the new Cabinet discussed increasing parking charges in Sudbury? Councillor Ms Carter advised that this had not been mentioned at any of the meetings she had attended, including the Cabinet meeting.

#### **RESOLVED**

**That Councillor Ms Carter be thanked for her report.**

- c) Policing report – The Town Clerk read the police report. A copy is shown at minute page XXX. Members were advised that 3 councillors were to meet with the Inspector on the 20<sup>th</sup> June. Any points that need raising should be sent to the Town Clerk. The Mayor would have an individual meeting with the Inspector later in the week.

The following points were raised:

- The lack of visual policing in Sudbury.
- Anti-Social behaviour.
- Theft.
- Could the police arrange a 'bike marking' day?

- d) Public Forum – Members of the public attended the meeting to speak with Councillors about the overall poor state of the Springlands Estates. Along with uncut grass and weeds, there was fly tipping and anti-social behaviour. The roots of overgrown trees were breaking up pavements and gardens. District Councillor Miss Owen had already worked alongside the residents to try and sort out the issues.

A question was asked regarding the River Stour and the designated bathing status. The Deputy Town Clerk advised that weekly surveys were being carried out to monitor the river usage. These would continue throughout the Summer. The data would be collated and forwarded onto DEFRA. Anglian Water had confirmed that they would fund and supply water testing kits.

A member of the public requested that the Town Council make their concerns known regarding the proposed cancellations of some local bus services.

#### **RESOLVED**

**That members the public be thanked for attending and asking questions of their Councillors.**

8 TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEES:

**Planning, Development & Highways on 22<sup>nd</sup> May** - The Chairman advised that the committee had discussed proposed parking restrictions along Churchfield Road.

Members welcomed a solution to deal with the problem of parking obstructing the visibility in and out of the Health Centre but were concerned that solving the problem of parking by lorries and cars, might create a different problem for businesses along the Industrial Estate and that any solution to parking should run alongside the creation of a new lorry park outside of the town centre. Councillor P Beer advised members that Suffolk County Council had a 'tremendous response to the consultation', but would not give any further details.

**It was RESOLVED to note the minutes.**

**Planning and Development on 5<sup>th</sup> June** - The Chairman advised that members considered a letter from Suffolk County Council regarding a signage review for routing HGVs in and around Sudbury. The committee welcomed the changes recommended for HGV signage but still believed that the official lorry route should be changed from the A131 to the A134. In the meantime, members were keen to know how soon Suffolk Highways would be able to make the changes to HGV signage. The committee had recommended refusal of a planning application from Toast for development of residential apartments and additional buildings. Concerns were raised about access.

**It was RESOLVED to note the minutes.**

**Leisure and Environment on the 30<sup>th</sup> May** – The Chairman advised that members had considered a memorial for the late Lord Phillips. It was proposed that a memorial should be placed on the library as well as on one of the benches at The Croft. The committee had also discussed the installation of permanent broadcasting cameras to be installed in the Assembly Room and formed a Belle Vue Action Group.

**It was RESOLVED to note the minutes.**

**Finance on 6<sup>th</sup> June** – The Chairman advised that many Finance issues were further down the agenda. The main points on the agenda were grant aid. There were excellent presentations from applicants from a wide range of organisations. A total of about £28,000 had been distributed leaving about £16,000 for round two in October.

**It was RESOLVED to note the minutes.**

9. INTERNAL AUDIT REPORT 2022/23

Following recommendation from the Finance Committee, members were requested to receive and note the internal audit report for FY2022/23, which is shown at minute pages **XXX**.

The report was very good, with only one minor issue regarding reporting within the minutes. This had been rectified.

**RESOLVED**

**That the Internal Audit report for FY2022/23 be received and noted.**

10. ANNUAL GOVERNANCE STATEMENT FY2022-23

The Finance Committee had recommended to full council the adoption and signing of the annual governance statement for FY2022/23, which is shown at minute page XXX.

**RESOLVED**

**That the Annual Governance statement for FY2022/23 be approved and signed by the Town Clerk and the Mayor.**

11. ACCOUNTING STATEMENTS 2022/2023

The Finance Committee had recommended to full council the approval and signing of the accounting statements for FY2022-2023, which are shown at minute page XXX.

**RESOLVED**

**That, having considered the Accounting Statements for FY2022/23, they be approved and then signed by the Mayor.**

12. FIXED ASSET REGISTER

Members were requested to approve the fixed asset register. A copy is shown at minute page XXX. The Town Clerk advised that work would continue to transfer from the current Excel spreadsheet register to one integrated into the finance software.

**RESOLVED**

**That the fixed asset register be approved.**

13. TOWN COUNCIL RESERVES

Members were asked to review the Town Council's reserves. A copy is shown at minute page XXX.

They were asked to note that the amount in the General Reserve at the start of FY2023/24 had been re-set at £450,000. Previously this had been £500,000.

**RESOLVED**

**That the General Reserve and EMRs be rebalanced as at the start of the current financial year as follows;**

<b>General Reserve</b>	<b>£450,399</b>	<b>(minimum start £450,000)</b>
<b>Town Hall Maintenance EMR</b>	<b>£213,118</b>	
<b>Cemetery EMR</b>	<b>£107,462</b>	
<b>New Cemetery EMR</b>	<b>£20,526</b>	
<b>Public Infrastructure EMR</b>	<b>£212,083</b>	
<b>Town Centre Business EMR</b>	<b>£33,996</b>	
<b>Civic Activities EMR</b>	<b>£11,988</b>	
<b>Information Technology EMR</b>	<b>£23,275</b>	
<b>Elections EMR</b>	<b>£17,199</b>	

14. GRANT AID – GAINSBOROUGH’S HOUSE

The Finance Committee had recommended to full council the approval of grant aid of £6,500 to Gainsborough’s House.

**RESOLVED**

**That, using the general power of competence under the Localism Act 2011, ss.1-8, members agreed to provide a grant of £6,500 to Gainsborough’s House.**

15. LITTER BINS – THE CEMETERY

The Leisure and Environment Committee had recommended to the Finance Committee approval to spend up to £7,100 excluding VAT on new bins at the Cemetery. This would be funded from Neighbourhood CIL. Finance recommended approval by the full Council.

**RESOLVED**

**That, under the Litter Act 1983, ss.5-6, members approved expenditure of up to £7,100 excluding VAT from CIL to purchase new litter bins for the Cemetery.**

16. REFURBISHMENT OF MILL ACRE

The Leisure and Environment Committee had recommended to the Finance Committee approval to spend up to £22,000 excluding VAT on new bins, benches and tables at Mill Acre. This would be funded from the Public Infrastructure EMR. The Finance Committee recommended approval by the full Council.

**RESOLVED**

**That, under the Local Government (Miscellaneous Provisions) Act 1976, s.19 members approved expenditure of up to £22,000 excluding VAT to purchase new litter bins, benches and tables for Mill Acre.**

17. CCTV INVOICE

Members were requested to approve payment of the annual invoice from Babergh District Council of £10,000 towards the provision of CCTV in Sudbury.

The Mayor advised that this was the final payment under the current 3 year contract. Before agreeing to renew the contract for a further period, members will want to see proof of the benefit of having these cameras. In particular, the Police will be asked to provide an account of how they use the CCTV system and examples of when it has been instrumental in preventing, detecting or prosecuting crime in Sudbury.

**RESOLVED**

**That, under the Power of the Local Government and Rating Act 1997, s.31(1), the Council approve the payment of the invoice from Babergh District Council for £10,000, excluding VAT, towards the provision of CCTV in Sudbury.**

18. STANDING ORDER 5 (J)

As the HR and Policy and Resources committees had not yet met, members were requested to defer Standing Order 5 (J) v, vi, viii, ix, x, xi, xvi, xvii, xviii and xix until the next meeting of full council.

**RESOLVED**

**That Standing Order 5 (J) v, vi, viii, ix, x, xi, xvi, xvii, xviii and xix be deferred until the July meeting of the full council.**

19. STANDING ORDER 5(J) (xiii)

The Committee recommend to full council approval of the inventory of land and assets including building and office equipment in accordance with Standing Order 5(J) (xiii).

The Town Clerk advised that he was keen to have a much better system to record assets.

**RESOLVED**

**That the inventory of land and assets including building and office equipment had been reviewed.**

20. STANDING ORDER 5(J) (xiv)

The Committee recommend to full council approval the arrangements for insurance cover in respect of all insured risks in accordance with Standing Order 5(J) (xiv). The Town Council have general and vehicle insurance.

**RESOLVED**

**That all insured risks had been reviewed.**

21. STANDING ORDER 5(J) (xv)

Members reviewed the Council's and staff subscriptions to other bodies in accordance with Standing Order 5(J) (xv) and agreed that there was no need to make changes.

**RESOLVED**

**That the Council's and staff subscriptions to other bodies had been reviewed.**

22. STANDING ORDER 5(J) (xx)

The committee recommend to full council approval of its expenditure under the general power of competence as required by Standing Order 5(J) (xx). It was noted that there had been no expenditure under s.137 as the Council held the general power of competence and used this power to make grants.

**RESOLVED**

**That the Council had reviewed its expenditure incurred using the General Power of Competence.**

23 STANDING ORDER 5(J) (xxi)

Members reviewed the time and place of ordinary meetings of the full council up to and including the next annual meeting in accordance with Standing Order 5(J) (xxi).

**RESOLVED**

**That the ordinary meetings of the full council for this mayoral year will be held in the Town Hall on the following dates:**

- |                                               |                                              |
|-----------------------------------------------|----------------------------------------------|
| <b>Tuesday 13<sup>th</sup> June 2023</b>      | <b>Tuesday 9<sup>th</sup> January 2024</b>   |
| <b>Tuesday 11<sup>th</sup> July 2023</b>      | <b>Tuesday 13<sup>th</sup> February 2024</b> |
| <b>Tuesday 12<sup>th</sup> September 2023</b> | <b>Tuesday 12<sup>th</sup> March 2024</b>    |
| <b>Tuesday 10<sup>th</sup> October 2023</b>   | <b>Tuesday 9<sup>th</sup> April 2024</b>     |
| <b>Tuesday 14<sup>th</sup> November 2023</b>  | <b>Tuesday 14<sup>th</sup> May 2024</b>      |

24 MAYOR’S ANNOUNCEMENTS

The Mayor advised that she had presented vouchers on Ascension Day, and had attended a Health and Well Being Conference which was really interesting. The speaker at the conference was willing to attend a meeting and discuss various opportunities with members.

**RESOLVED**

**That the Mayor be thanked for her report.**

**That the Mayor arranges for the speaker from the Health and Well Being conference to be invited to attend a future meeting to discuss schemes happening in other areas.**

The business of the meeting was concluded at 8.35pm

Chairman.....