

SUDBURY TOWN COUNCIL

**MINUTES OF THE MEETING OF THE LEISURE & ENVIRONMENT COMMITTEE
HELD IN THE TOWN HALL ON TUESDAY 27TH FEBRUARY 2024 AT 6.30PM**

Committee members present: Mr S Hall – Chair
Mr P Beer
Ms E Murphy
Mrs J Osborne
Mr T Register
Mr A Welsh

Officers in attendance: Mr C Griffin – Town Clerk
Mrs D Deeks – RFO
Ms R Price – Town Centre Manager

1. **SUBSTITUTES AND APOLOGIES**

Apologies were received from Councillors Ms J Carter and Miss A Owen.

Clr Mrs J Osborne was the substitute for Miss A Owen

2. **DECLARATIONS OF INTERESTS**

Councillors Mr P Beer and Mr T Register declared that they were Babergh District Councillors.

Councillor Mr P Beer declared that he was a Suffolk County Councillor.

3. **DECLARATION OF GIFTS AND HOSPITALITY**

No declarations of gifts or hospitality were received.

4. **REQUESTS FOR DISPENSATION**

No requests for dispensations had been received.

5. **MINUTES**

RESOLVED

That the minutes of the Leisure and Environment Committee meeting held on the 30th January 2024 be confirmed and signed as an accurate record.



6. ACTIONS FROM PREVIOUS MINUTES

The Town Clerk confirmed progress on the actions from the previous minutes.

- Item 7 – Planning for Green Sundays had been completed and the budget approved. The street food festival was later on the agenda. Details for the antiques and vintage fair would be brought to the March meeting of the Leisure and Environment Committee.
- Item 10 – Applications had been submitted for additional Grit Bins on Hawthorns off Rubens Walk, and Alder Way.
- Item 20,21,22 – The names of the members appointed to working groups (WG) and the proposed dates for their first meetings were.
 - Party in the Park WG – Cllrs Ms E Murphy, Mr A Osborne, Miss A Owen and Mr T Regester, - First meeting on 21st March 2024.
 - Christmas lights and Fair WG – Cllrs Mrs M Barrett, Ms E Osborne, Mr S Hall and Miss A Owen – First meeting date tbc.
 - Mill Acre WG – Cllrs Mr N Bennet, Ms J Carter, Mr S Hall and Mrs J Rawlinson – First meeting date tbc.
- Old Action – The news had just been announced that the River Stour at Sudbury had been chosen as one of the 27 new places in the UK to be designated as bathing water. DEFRA had started a two-week consultation, after which the river could benefit from regular water monitoring by the Environment Agency who would investigate pollution and identify steps to be taken in response, which could include actions by water companies and farmers.

RESOLVED

That the progress on the actions be noted.

7. TO AGREE THE WORDING OF A LETTER TO THE CHURCHES CONSERVATION TRUST ON THE USE OF THE RAILINGS AROUND ST PETER'S CHURCH AND THE LOSS OF THE USE OF THIS HISTORIC NAME FOR THE SITE.

An email had been received from a member of the public who was involved in the Friends of St Peter's (FOSP) and the Sudbury Symphony Orchestra raising concerns over the charges for using the building and the restrictions on hanging posters on the railings. She attended the meeting and was invited by the chair to explain her concern to the committee.

Members discussed the way the management of St Peter's had evolved since it was transferred from the Church of England to the Churches Conservation Trust (CCT) in 1976 up until the major refurbishment over the last few years. Whilst the building was under the care of the FOSP there were informal arrangements for advertising posters and low hire charges for community users. When the refurbishment had been completed, the CCT leased St Peter's to the Bridge Project and changed its name to the Sudbury Arts Centre.

Although the Town Council had no formal role in managing St Peter's, it was being asked to write to the CCT to help improve working arrangements.

RESOLVED

That the Town Clerk send a letter to the Churches Conservation Trust (CCT) covering the following points;

- Many local people had been disappointed that they had not been consulted over the change of name from 'St Peter's Church' to the 'Sudbury Arts Centre'. The Town Council believed that a more appropriate name would be 'St Peter's Arts Centre' and that a wider consultation should take place to confirm local opinion.
- That the hire fees were too high for local community groups and that they should be lowered for local groups.
- That the CCT should be asked to work with Babergh District Council, as the local planning authority, to agree a policy to allow reasonable use of banners and posters on the railings around St Peter's to advertise events taking place in St Peter's.
- That there should be a quarterly meeting between the CCT, The Bridge Project, FOSP and the Town Council to help promote increased local use of St Peter's.

Members decided to move item 14 forward in the agenda.

14. TO DISCUSS A PROPOSAL FROM THE SUDBURY MUSEUM TRUST FOR VARIOUS PROJECTS TO ENHANCE THE HERITAGE CENTRE.

A member of the Sudbury Museum Trust attended the meeting and was invited by the chair to present their proposals to enhance the Heritage Centre in Sudbury Town Hall. The main ideas were;

- The inclusion of a card reader display unit close to the existing donations box. This would encourage visitors to support their work, now that cash was becoming less used.
- The removal of the plan chest in the Wheeler Room that currently contained items displayed by Sudbury Ephemera Group.
- Changing the use of the screen in the Wheeler Room, which currently displayed a rolling history of Edwardian Sudbury, and making this available for the Ephemera Group to display their items.
- To introduce a new display based on a 'History of Sudbury Sport'. This would be installed in the space left available by the removal of the plan chest.
- The current display on Simon's College that sat above the plan chest would be revamped and moved to the area close to where the history of Simon of Sudbury now was. It would sit on the blank wall which was on the back of the display cabinet.
- The Edwardian Sudbury exhibit (rolling images) could appear on a small screen above the panel to do with Edwardian Sudbury and underneath the large clock that had come out of the Corn Exchange.

RESOLVED

That members approve the proposed changes to the displays in the Heritage Centre and ask the Sudbury Museum Trust to work with the Town Clerk to arrange suitable times for the changes to take place safely, noting that all changes to the fabric of the building must be done by suitably qualified personnel under a safe management plan signed off by the Town Clerk.



8. APPROVE THE EXPENDITURE OF £2,500 EXCLUDING VAT FOR REPAIRS TO THE COMMUNITY WARDEN VANS

The Town Clerk explained that the Community Wardens' vans were on a four-year lease. When they were returned this summer the Town Council would be charged for all damage. These charges had been high when the previous vans had been returned in 2020 and it was proposed to have the small scratches and blemishes professionally removed before returning the current vehicles as this would be cheaper.

RESOLVED

That, under the power of the Local Government Act 1972, s.111, members approve the expenditure of up to £2,500 excluding VAT for repair to the community warden vans.

9. APPROVE THE EXPENDITURE OF £2,776.00 EXCLUDING VAT FOR REFURBISHMENT AND ADDITION OF OUTDOOR SOCKETS FOR THE MARKET HILL ELECTRIC PILLARS

The Town Centre manager explained that the electricity supply pillars were increasing important to new market traders. However, the current pillars needed to be brought up to the current standard of water resistance for outdoor use (IP66). The best quote for the installation of 27 outdoor rated IP66 sockets across 7 electric pillars on Market Hill was £2,776 excluding VAT.

RESOLVED

That, under the power of the Local Government Act 1972, s.111, members approve the expenditure of up to £2,776 excluding VAT for refurbishment and addition of outdoor sockets for the Market Hill electric pillars.

10. TO APPROVE CHANGING THE CLEAR CHANNEL CONTRACT TO ALLOW DIGITAL SCREENS OUTSIDE THE CONSERVATION AREA

The RFO explained that Clear Channel wished to amend their contract with the Town Council for the provision of bus shelters so that they were permitted to install and use a digital advertising screen on their bus shelters outside the conservation area. The first installation would be on Waldingfield Road.

RESOLVED

That members agree to a variation in the contract with Clear Channel to allow them to install and use a digital advertising screen on their bus shelters outside the conservation area.

11. TO REDUCE THE SALE PRICE OF THE SUDBURY 2024 CALENDARS FROM £6.99 TO £3.00 AND FROM 1ST APRIL TO REDUCE ANY REMAINING CALENDARS TO £1.00

After February it was difficult to sell calendars for the current year. To avoid excessive loss from the remaining stock, it was proposed that the price be reduced from £6.99 to £3.00 and from 1st April, reduced still further to £1.00 each.



RESOLVED

That members agree to reduce the sale price of the Sudbury 2024 calendars from £6.99 to £3.00 and from 1st April to reduce any remaining calendars to £1.00 each.

12. TO APPROVE EXPENDITURE OF £1,080.00 TO PRINT 300 SUDBURY 2025 CALENDARS AND THAT THEY WILL RETAIL FOR £6.00

Members discussed the importance of having the next year's calendar ready for sale by the beginning of September. In order to enable this, a decision was required start the selection of pictures in the spring and have the calendars printed in the summer. Previous years' sales showed that less than 300 calendars had been sold, so it was recommended that printing be reduced from 400 calendars to 300 calendars this year.

RESOLVED

That, under the power of the Local Government Act 1972, s.144, members approve the expenditure of £1,080 excluding VAT to print 300 Sudbury 2025 calendars which would retail at £6.00 each.

13. TO APPROVE THE EXPENDITURE OF £750.00 TO HOST TWO 'SUDBURY STREET FOOD FESTIVALS' IN JUNE AND AUGUST THIS YEAR


The Town Centre manager explained the plan to host two 'Sudbury Street Food Festivals' during the summer. These would be run on Market Hill in partnership with Sudbury Arts Centre. Many stall holders had expressed an interest in attending. There would be a standard pitch fee, with a half price concession for regular market traders, as well as complimentary pitches for Sudbury town centre businesses. The proposed dates were Sunday 9th June and Sunday 25th August 2024.

The main costs to Sudbury Town Council would be additional staff overtime to cover this extra Sunday work as well as some promotion.

RESOLVED

That, under the power of the Local Government Act 1972, s.144, members approve the expenditure of up to £750 excluding VAT to host two Sudbury street food festivals.

The meeting concluded at 7:48pm.

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Chairman

