SUDBURY TOWN COUNCIL

MINUTES OF THE MEETING OF THE LEISURE AND ENVIRONMENT COMMITTEE HELD IN THE TOWN HALL ON TUESDAY 27TH OCTOBER 2026 AT 6.30PM

Committee members present: Mr S Hall – Chair
Mr N Bennett
Miss A Owen
Mr T Regester

Officers in attendance: Mr C Griffin – Town Clerk
Mr M Keogh – Projects Manager
Ms L Smith – County and District Councillor

1. SUBSTITUTES AND APOLOGIES

Apologies received from Councillors Ms E Murphy, Mrs J Osborne and Mr A Welsh. Councillor Mr N Bennett was the substitute for Mr A Welsh.

2. DECLARATIONS OF INTERESTS

Councillors Miss A Owen and Mr T Regester declared that they were Babergh District Councillors.

3. DECLARATION OF GIFTS AND HOSPITALITY

There were no declarations of gifts or hospitality.

4. REQUESTS FOR DISPENSATION

No requests for dispensations had been received.

5. MINUTES

RESOLVED
That the minutes of the Leisure and Environment Committee held on the 29th September 2026 be confirmed and signed as an accurate record.

6. TO REVIEW THE OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

The Town Clerk briefed that a suitable tree had been identified to be planted in a pot outside the Town Hall and that this should be in place before the next meeting.

7. TO RECEIVE AN UPDATE ON THE PROPOSED GAINSBOROUGH 300 LEGACY GARDEN FOR THE TRAIN STATION ENTRANCE

The Gainsborough Garden is a project led by a trustee of Gainsborough's House, but is separate from and independent of Gainsborough's House. One of the two project leaders attended the meeting and explained the proposal to members. They are fund raising, with a target of about £100,000 required to establish the garden on the triangle of land owned by Babergh District Council to the south of the railway station. Once the garden is established, they would like to hand it over to Sudbury Town Council for maintenance. Their proposal notes are shown at pages 1015 to 1025.

Members welcomed the proposed garden but recognised that the Town Council would need to have an estimate of the maintenance cost before being able to make any decision on accepting the long-term maintenance responsibility for a new garden. Members also noted that, as the land proposed was owned by Babergh District Council, it was already managed by their Public Realm team and that they could decide to continue to maintain the area once it was the legacy garden.

RESOLVED
To support the plans for a Gainsborough 300 Legacy Garden by Sudbury railway station and look forward to receiving the detailed design which would enable an estimate to be made of the future maintenance costs.

The Chair decided to bring forward item 19 on a proposed pump track, as a member of the public had attended the meeting and wished to speak.

19. TO DISCUSS COMMUNITY INTEREST IN A PUMP TRACK

The Chair explained that a resident in the Sudbury area had emailed to say that they had been exploring whether there was community support for a dedicated pump track facility serving Sudbury, Great Cornard and the surrounding communities. This resident was present at the meeting and the Chair invited him to explain his proposal for a pump track and to circulate his briefing notes, which are shown at pages 1026 to 1029. A similar pump track had been opened near Mildenhall in 2023 and this was reported to have cost West Suffolk Council about £112,000, so a rough estimate of the project cost for a pump track in Sudbury would probably be in the range of £100,000 to £200,000. Neither the town nor district councils had this level of resource available for an unplanned facility, but there would be options to apply for external grants and use of community infrastructure levy (CIL) funds. A community survey had been launched to gauge the level of local support for a pump track. There had been 317 responses so far and of these over 90% were in support. Members were asked to promote the survey on their social media to get as many responses as possible, which would be helpful when applying for grants.

Members welcomed the proposal and supported the provision of new cycling facilities in Sudbury. The Town Clerk explained that the Town Council already owned some land at Woodhall which might provide a suitable site. This had been purchased from Babergh District Council in the 1990s with the intention of providing an outdoor leisure facility, but it could not be developed due to the very narrow access from the Woodhall Business Park road. However, the Town Clerk had recently been given access to the Babergh District Council Webmap which showed all land owned by the

district council, and this indicated that Babergh District Council had retained ownership of a parallel strip of land at the entrance to this site. Although neither strip was wide enough to give practical access on its own, together the two strips could provide an access track about 9m wide. The Town Clerk stressed that it was too early to confirm whether this land was a suitable site for a pump track, but it was worth conducting a feasibility study.

RESOLVED
To support the proposal for a pump track in principle and to conduct a feasibility study on the use of the Woodhall site. This would include approaching Babergh District Council to see if they would provide the necessary access strip from the public road.

8. TO REVIEW RECENT OPERATIONAL CHANGES TO THE MARKET AND THE IMPACT ON THE LAYOUT

The Business Manager's report on the 3-week trial of a new layout for the Thursday market had been circulated to all members with the agenda and is shown at pages 1030 to 1032. There had been positive feedback from traders and shoppers, with no complaints. The Town Clerk explained that it was the intention to continue to use this new layout for Thursday markets, but the layout could be changed at any time if the circumstances demanded it.

RESOLVED
To note the changes to the Thursday market layout.

9. TO CONFIRM THE CHARGES FOR COUNCIL SERVICES IN FY2027-28

The Town Clerk showed members the spreadsheet with the current charges for council services and the new column for FY2027-28 showing proposed charges with a small increase to keep pace with inflation. The annual increase was based on 3.6%, which was the official inflation rate for the month of September (released on 21 October).

Charges would continue to be kept at round numbers so small figures, such as the allotment rents, had not increased every year, but had waited until the compound inflation had reached the next £5.

RESOLVED
To approve the increase in council services charges for FY2027-28 as shown at minute pages 1033 to 1034.

10. TO CONFIRM THE DESIGN CHOICE FOR THE NEW MARKET GATES

The Town Clerk reminded members that the Business Manager had circulated an email on 8th October showing 3 alternative designs for the plug-in gates that would be used to protect the market area when it was closed to normal traffic.

RESOLVED
That option 3 was the best design for the new market gates and is to be ordered from the manufacturer as soon as possible.

11. TO REVIEW THE SPECIFICATION AND COSTS FOR THE REPAIR OF THE FOOTPATH IN ST GREGORY'S CLOSED CHURCHYARD

The Town Clerk explained that responsibility for the maintenance of the churchyard at St Gregory's had been transferred to the Town Council in the 1850s by an Order in Council. The Town Council's responsibility was only to maintain the grounds, walls and paths, but not to improve them. When St Edmundsbury diocese first approached Sudbury Town Council they had said that the estimated cost of repairing the 55m long path from the west gate to the main south door would be about £10,000.

Therefore, in June 2025 the full council had authorised the expenditure of up to £12,000 to repair the path and these funds were held in the earmarked reserves (EMR). However, the work could not start without a 'faculty' from the diocese, which was similar to ecclesiastical planning permission. When the 'faculty' was received, with detailed specifications and drawings for the work required, and put out to contractors for quotes, it became clear that the work would cost over £40,000 if done to the diocese's specification.

Members considered whether it was reasonable for the diocese to demand such a high specification for a footpath connecting the side gate to the church. This appeared to be greatly in excess of what was likely to have been handed over to the council in the 1850s, and the council's responsibility was to 'maintain', not improve, the path. A contractor had suggested that there were alternative specifications, which should be suitable for a path with this level of use, which would cost much less.

Members were asked to note that this was only one of five paths in St Gregory's churchyard. There was another 160m of paths that could, potentially, need similar levels of maintenance. At about £750 per metre length, this could cost another £120,000 at the current diocese specification.

RESOLVED
To write to St Edmundsbury diocese to explain that the current specification in their faculty was unaffordable and did not represent 'maintenance' of the existing type of path, and to start discussions on an alternative specification that represented 'maintenance' of the existing path and was affordable.

12. TO AUTHORISE THE EXPENDITURE OF UP TO £12,000 EXCLUDING VAT, FOR TREE SURGERY

The Projects Manager explained that the Town Council had commissioned a Tree Condition Survey Report, which was received in June 2026. The report covered a total of 456 trees across 5 sites, and assessed their condition, recommending work where required, and advising a timeline within which they suggest work should be carried out.

RESOLVED
To recommend that the full council authorise the expenditure of up to £12,000, excluding VAT, on tree surgery.

13. TO AUTHORISE THE EXPENDITURE OF UP TO £2,600, EXCLUDING VAT, FOR REPAIRS TO THE TOWN HALL LIFT

The Projects Manager explained that the was a hydraulic oil leak in the lift pump which needed to be repaired.

RESOLVED
That, under the power of Local Government Act 1972, s.133, expenditure of up to £2,600 excluding VAT is authorised for repairs to the Town Hall lift.

14. TO AUTHORISE THE EXPENDITURE OF £2,790, EXCLUDING VAT, ON A 3-YEAR CONTRACT FOR FIRE ALARM AND EMERGENCY LIGHTS SERVICING AND INSPECTIONS

The Projects Manager explained that the company which conducted the routine inspections of the Town Hall fire alarm and emergency lighting system had proposed to hold their charges at the current rate for a 3-year contract. This would cost £930 excluding VAT per annum, so the whole contract was over £2,000 and required authorisation from the committee.

RESOLVED
That, under the power of Local Government Act 1972, s.133, expenditure of £2,790 excluding VAT is authorised on a 3-year contract for fire alarm and emergency lights servicing and inspections.

15. TO AUTHORISE THE EXPENDITURE OF UP TO £15,500, EXCLUDING VAT, ON A NEW 5-YEAR PRINTER AND COPIER CONTRACT

The Town Clerk explained that the current 5-year printer contract would end in 2027 and a new contract needed to be in place for a smooth transition. The current contract had cost £18,652 for 5-years, but costs had reduced, providing a saving of over £3,000 for the next 5-years.

RESOLVED
To recommend that the full council authorise the expenditure of up to £15,500, excluding VAT, on a new 5-year printer and copier contract.

16. TO AUTHORISE THE EXPENDITURE OF UP TO £1,500 EXCLUDING VAT, ON REPAIRS AND REMEDIAL WORKS FOLLOWING A RECENT ASBESTOS RE-INSPECTION

The Projects Manager explained that the routine asbestos re-inspection had identified some areas where the asbestos ceilings were cracking and needed to be sealed.

RESOLVED
That, under the power of Local Government Act 1972, s.133, expenditure of up to £1,500 excluding VAT is authorised repairs and remedial works following a recent asbestos re-inspection.

DRAFT

17. TO AUTHORISE THE EXPENDITURE OF UP TO £400, EXCLUDING VAT, FOR THE MANUFACTURE OF A BESPOKE FLORAL PLANTER FOR THE BELLE VUE ROUNDABOUT

The Town Clerk explained that the Business Manager, in partnership with the Town Council's floral contractor, had developed a proposal for a new planter to go in the centre of the Belle Vue roundabout. This would comprise a corten steel 'spiral' planter containing a rockery and gravel structure with drought tolerant, hardy and very low maintenance succulents, grasses, sedums and pollinator-friendly perennials. The ongoing maintenance costs would be covered by the current contract, but there would be a one-off cost of £400 to purchase the planter.

RESOLVED
That, under the power of Local Government Act 1972, s.144, expenditure of up to £400 excluding VAT is authorised for the manufacture of a bespoke floral planter for the Belle Vue roundabout.

18. TO DISCUSS A REQUEST FROM SUDBURY MUSEUM TRUST TO USE THE ASSEMBLY ROOM FREE OF CHARGE ON 9 NOVEMBER FOR THEIR ANNUAL TALK TO SCHOOL STUDENTS

The Town Clerk explained that Sudbury Museum Trust had asked if they could use the Assembly Room free of charge for their annual talk to school students. This could be granted if approved by the committee in accordance with the council's free use policy.

RESOLVED
To approve the request from Sudbury Museum Trust to use the Assembly Room free of charge on 9th November for their annual talk to school students.

20. TO DISCUSS HOSTING A RESILIENCE TAB ON THE TOWN COUNCIL'S WEBSITE

The Town Clerk explained that Government Ministers were stressing the need for national resilience in the face of multiple risks from both natural and man-made sources. Whatever the cause of the problem, the short-term requirement would be resilience at every level. The Town Council could help in a number of areas.

- Resilience of the Town Hall Building – The Town Hall had been identified as a focal point for responding to any crisis in the Sudbury area and so it would be important that the Town Hall could continue to maintain its basic functions. Officers were working with the county and district councils to assess how the Town Hall could be made more resilient against disruptions to essential services.
- Advice and Communication to Residents – It was proposed to have a 'resilience' tab on the Town Council's website to help residents understand how best to prepare for the possible disruptions from serious climate events or hostile attacks on national infrastructure.

RESOLVED
To approve hosting a resilience tab on the Town Council's website.

The meeting concluded at 8.08pm.

……
Chairman

DRAFT

A LANDMARK GATEWAY FOR SUDBURY

The Gainsborough Garden

Painted. Reimagined. Planted.



An opportunity to help create a permanent living legacy for Thomas Gainsborough's 300th anniversary in 2027.

CONCEPT PROSPECTUS • SUDBURY, SUFFOLK • SEPTEMBER 2026

"Nature was his teacher and the woods of Suffolk his academy."

THE OPPORTUNITY

A remarkable arrival for a remarkable town

The first few minutes in a place tells visitors what matters. At Sudbury station, we can turn an overlooked piece of ground into a confident welcome: a contemporary garden representing Suffolk's art, landscape and unique character.



Sudbury's rooftops from Gainsborough's House. The station garden will create a natural gateway to the town.

Why now

In 2027, Sudbury marks the 300th anniversary of the birth of Thomas Gainsborough. The moment offers a rare chance to create something permanent: a public garden that celebrates the history of the town while creating opportunities for its cultural, social and economic future.

A living legacy

A permanent garden, growing in beauty and meaning long after the anniversary year.

A stronger gateway

A distinctive first impression that invites visitors to pause, explore and return.

A shared endeavour

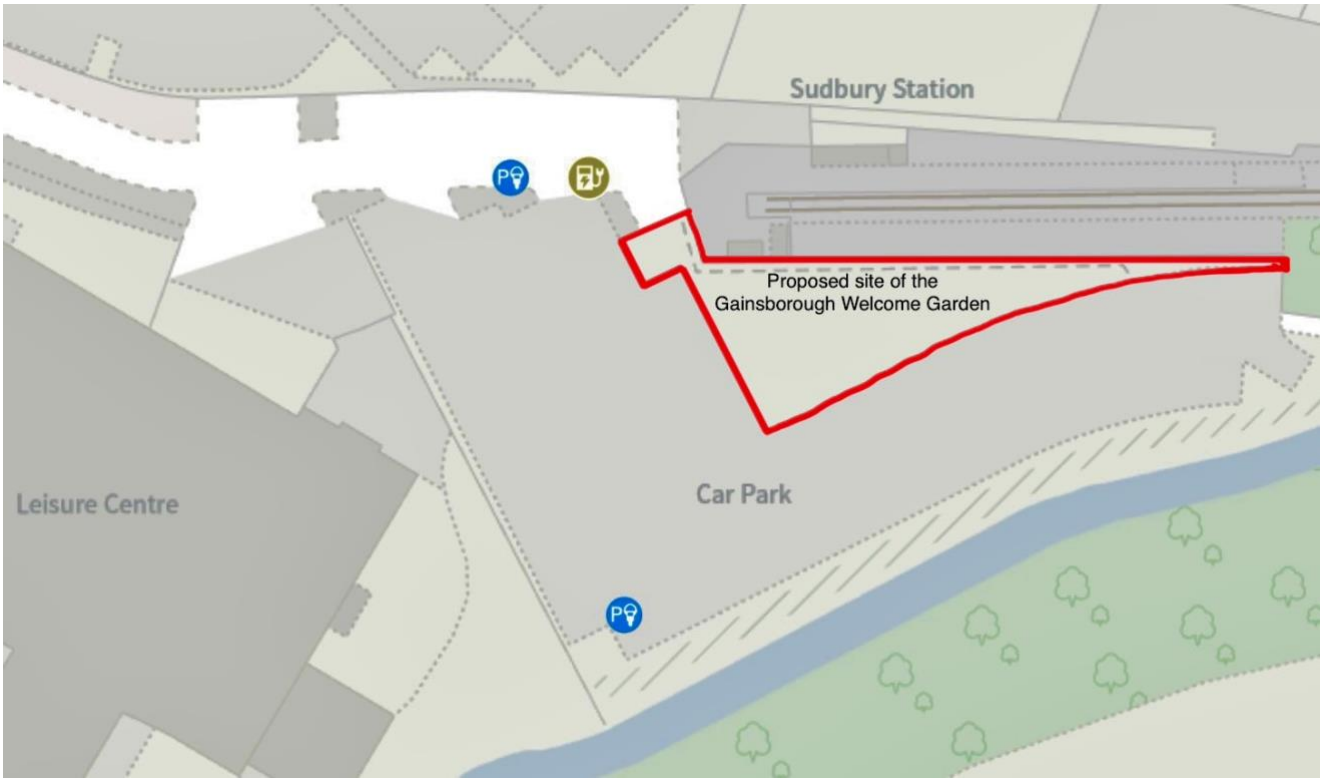
A visible collaboration between community, culture, agriculture, commercial enterprise and landscape.

THE PLACE

Why Sudbury station?

The branch line from Marks Tey to Sudbury is called The Gainsborough Line. It passes through the very landscapes Gainsborough painted and ends only a short walk from the house where he was born.

The platform already benefits from award-winning volunteer planting. Immediately beyond it, however, tarmac, parked cars, brick walls and recycling infrastructure offer little sense of the town's cultural treasures or of the countryside and villages beyond.



The garden will bridge that gap. From the moment visitors leave the train, planting, materials, art and wayfinding will announce that they have arrived somewhere special — and lead them naturally towards Market Hill, Gainsborough's House, Sudbury Arts Centre and the town's other attractions.

A gateway, not a museum

This will be a contemporary, highly original and intriguing public landscape: unmistakably influenced by Gainsborough but also reflecting the achievements of Sudbury today.

THE DESIGN STORY

Gainsborough's landscapes, reimagined

The garden takes its strongest cue from *Mr and Mrs Andrews*: not by reproducing the painting, but by translating its landscape, rhythms and ideas into a unique public garden.



Thomas Gainsborough, Mr and Mrs Andrews, c.1750 — the agricultural landscape is as eloquent as the sitters.

The parallel furrows in the field were made by the then revolutionary seed drill — an agricultural innovation which led to the formation of the distinctive East Anglian landscape that has inspired generations of artists and writers. In the garden, those lines can become a subtle organising language: bands of planting, joints in paving, edging and seating.

Mrs Andrews' voluminous dress showcases Sudbury's 18th century weaving industry. In the garden, curves echoing the weft and warp of cloth will allude to the town's contemporary silk industry, the region's rolling landscapes and its distinctive crinkle crankle walls.

Rhythm

Linear planting and curved details echo the drilled field and woven silk without becoming literal.

Palette

Earth, foliage, weathered metal and burnt ochre draw on Suffolk soil and Gainsborough's colour.

Frame

Views are composed like landscapes — inviting people to look, pause, photograph and post.

Movement

Wayfinding extends the garden into the town, turning arrival into discovery.

THE PUBLIC VALUE

One garden. Many forms of impact.

The Gainsborough Garden is small enough to feel achievable and focused. Yet it's strategically placed to create benefits far beyond its footprint.

Biodiversity

Pollinator-rich, climate-resilient planting will strengthen the Wildlife Friendly Station and support Sudbury's position on an important B-Line.

Tourism & local economy

A memorable arrival and clear routes into town will encourage longer visits and greater spend with local businesses and attractions.

Community pride

A cared-for public space, shaped with local partners, can strengthen belonging and discourage neglect and anti-social behaviour.

Sustainable travel

An improved station environment supports the case for arriving by rail and exploring Sudbury on foot.

Education & discovery

Interpretation and QR content will connect art, ecology, farming, craft and local history for visitors of all ages.

Suffolk talent

Artists, makers, growers and suppliers will make the garden a showcase for contemporary businesses and skills.

A sponsor's support becomes visible public value: a greener gateway, stronger visitor economy and a lasting cultural asset.

THE VISITOR EXPERIENCE

Moments people will remember

The concept combines beautiful planting with a few memorable, highly shareable interventions. Each can be refined with artists, partners and the local community as the design develops.

The Railway Picture Frame

Within a reclaimed-rail picture frame, visitors can sit on a bench and become a portrait within a living landscape for a playful "we have arrived in Sudbury" post on social media.

The Andrews Bench

A bespoke seat inspired by the rococo bench in Mr and Mrs Andrews, translated with contemporary craftsmanship.

Pollinator Garden

Layered, wildlife-friendly planting offers nectar, habitat and year-round interest while explaining Sudbury's B-Line.

Suffolk Woven Detail

Fencing or edging draws on the town's weaving history, silk production and the undulations of the local landscape.

The Donors' Walk

Supporters are recognised with names or messages subtly integrated into the hard landscape.

Following the Palette

Artist-palette waymarkers and digital content lead visitors towards the town's cultural destinations.

THE INVITATION

Become part of the story

We are seeking project partners who share our ambition for Sudbury: a place where culture, nature and enterprise reinforce one another.

Ways to support

- **Founding partnership** — a significant contribution to the garden's creation and long-term legacy.
- **Feature partnership** — support a defined element such as planting, seating, interpretation, sculpture or wayfinding.
- **In-kind partnership** — contribute materials, fabrication, professional expertise, logistics or horticultural support.
- **Community partnership** — help us reach donors, grants, volunteers, schools, visitors and local audiences.

What partnership can offer

- Appropriate recognition within the garden and/or Donors' Walk.
- Association with a high-profile Gainsborough 300 cultural and environmental legacy project.
- Inclusion in agreed project communications, launch activity and digital storytelling.
- Opportunities for staff, clients or community groups to engage with the project.
- A credible, local expression of support for biodiversity, place-making and sustainable travel.

A partnership designed with you

Recognition will be proportionate, tasteful and agreed individually. We welcome a conversation about the area of the project that best aligns with your organisation's values and objectives.

DELIVERY

From compelling idea to permanent garden

The project is moving from concept into detailed landscape design, technical development and a fully costed delivery plan.

01 Design & cost plan	Develop the landscape proposal, surveys, permissions, specifications, phasing and maintenance strategy.
02 Partnerships & funding	Secure a balanced package of partnership and donors – whether grants, charitable support, gifts in kind or community fundraising.
03 Make & plant	Commission local makers and suppliers, undertake groundworks and install planting at the right seasonal moment.
04 Launch & grow	Open as a Gainsborough 300 legacy project. Secure ongoing maintenance and care for the garden so its ecological and cultural value deepens over time.

CURRENT POSITION

Growing Support

Partners

Babergh District Council, the landowner, has given permission for the garden to be created. **Gainsborough's House,** Suffolk's largest museum and the National Centre for Gainsborough, while not able to offer financial support is a Cultural Partner. The **Essex & South Suffolk Community Rail Partnership** is also a Partner, giving help and advice.

In Conversation

Conversations are developing with Sudbury in Bloom, Sudbury Town Council, Babergh District Council, Suffolk County Council and others.

A detailed landscape design and cost plan are being prepared; the current early estimate is approximately £100,000.

All design, recognition and delivery proposals remain subject to final agreements, permissions and the detailed cost plan.

THE CO-CREATORS

Creative leadership, rooted in Suffolk

The project is led voluntarily by two Lavenham-based friends with complementary experience in landscape, public engagement and major creative production.



Janey Auchincloss

RHS Chelsea Flower Show Silver Medal-winning garden designer and horticulturalist with nearly three decades' experience. Janey's work includes private, civic and commercial landscapes, and her Chelsea garden reflected her longstanding commitment to pollinators and biodiversity. She also co-presented ITV1's Britain's Best Back Gardens.



Nicola Gooch

Award-winning television producer, former CEO of Alchemy TV and BAFTA Film Awards judge with 30 years' experience of creating major productions and engaging wide audiences. Nicola is a Trustee of Gainsborough's House but is developing the garden independently, with the Board's full backing.

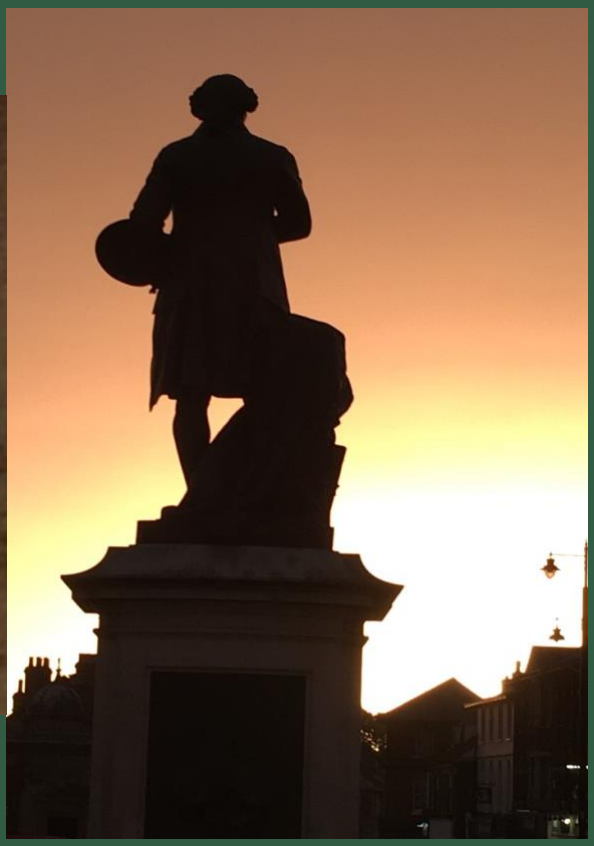
Together, Janey and Nicola bring design rigor, storytelling, partnership-building, press and PR and an infectious belief in what Sudbury can become.

AN INVITATION TO PROSPECTIVE SPONSORS

Help us make Sudbury's welcome unforgettable.

Gainsborough gave the world an enduring way of seeing Suffolk. Together, we can give his hometown a living landscape that welcomes, inspires and creates opportunity for the future.





THE GAINSBOROUGH GARDEN • CELEBRATING THE PAST TO LOOK TO THE FUTURE

We would be delighted to discuss a founding, feature or in-kind partnership.

JANEY AUCHINCLOSS
hello@janeyauchinclossdesigns.com • @janeyauchinclossdesigns

NICOLA GOOCH
nicolagooch1@me.com

Exploring a Community Pump Track for Sudbury & Great Cornard

Community Briefing Paper

Prepared by: [redacted]
October 2026

Executive Summary

A community survey was launched to understand whether there is demand for a dedicated pump track serving Sudbury, Great Cornard and surrounding communities.

The response has been exceptionally strong.

Survey Results (317 Responses)

- **91.8% support** the creation of a pump track.
- **90.5% believe there are not enough local facilities** for BMX and mountain bike riders.
- **90.1% have used informal trails, jumps or riding areas because suitable facilities were unavailable.**
- **77.1% currently travel outside Sudbury and Great Cornard to access riding facilities.**
- **45.9% would actively support a community steering group.**

The findings suggest both a significant facility gap and a strong community appetite to explore potential solutions.

Why This Matters

For decades, young people have created informal riding trails and bike jumps in woodland and open spaces around the local area.

As a teenager growing up in Great Cornard, I was one of those young people. More than 25 years later, my own children and many of their friends have found themselves doing exactly the same thing.

While individual locations may change, the pattern remains consistent:

Young people want somewhere to ride, but there is currently no dedicated pump track serving Sudbury and Great Cornard.

The repeated emergence of informal riding areas across multiple generations suggests a long-standing unmet recreational need.

What Is A Pump Track?

A pump track is a purpose-built circuit of rollers, berms and flowing turns designed for:

- BMX riders
- Mountain bikers
- Scooter riders
- Skateboard users
- Balance bikes
- Adaptive cycles
- Families and recreational users

Modern asphalt pump tracks are free to access, low maintenance and can be used throughout the year.

Who Benefits?

Survey respondents identified the following groups as likely beneficiaries:

- Teenagers (94.6%)
- Young children (87%)
- BMX riders (82%)
- Mountain bikers (82%)
- Adults (77%)
- Families (77%)
- Scooter riders (57%)

This demonstrates that the proposal is viewed as a broader community facility rather than a specialist cycling project.

Wider Community Benefits

Respondents identified significant potential benefits:

Benefit	Support
Safe place to ride	95.9%
More opportunities for young people	89.8%
Improved physical health	89.5%

Improved mental wellbeing	86.3%
Family recreation	74%
Reduced unauthorised trail building	67%
Reduced conflict in parks and woodland	68.3%

The project has also attracted interest from Active Suffolk, whose work focuses on increasing opportunities for physical activity and improving health outcomes within local communities.

Learning From Suffolk Success Stories

West Suffolk already benefits from dedicated pump track facilities in:

- Bury St Edmunds
- Mildenhall

with a further pump track facility in Haverhill. [westsuffolk.gov.uk], [westsuffolk.gov.uk]

Discussions with Cllr Ian Shipp, who supported the delivery of the Mildenhall Hub Pump Track, highlighted several key success factors:

- Demonstrate community demand.
- Engage young people early.
- Create positive opportunities for physical activity.
- Work collaboratively with local authorities.
- Consider supporting infrastructure, maintenance and emergency access.

Future Growth & Infrastructure

The Sudbury and Great Cornard area continues to grow.

The wider Westland Heath / Chilton Woods development includes:

- Approximately 1,150 homes.
- New primary school provision.
- Community facilities.
- Sports pitches.
- Extensive green infrastructure.

Additional family housing is also being delivered through Sudbury Fields in Great Cornard.

As the local population continues to increase, recreational infrastructure should evolve alongside it.

Proposed Next Steps

At this stage, no request is being made for funding or construction.

Instead, support is sought to:

1. Review the survey findings.
2. Recognise the level of community demand.
3. Explore potential locations.
4. Engage relevant councils and stakeholders.
5. Consider the establishment of a working group.
6. Assess feasibility and potential funding opportunities.

Conclusion

The survey findings demonstrate a clear combination of:

- Strong community support.
- Lack of existing provision.
- Long-standing demand.
- Potential health and wellbeing benefits.
- Opportunities linked to future growth.

The immediate objective is not to build a pump track.

The immediate objective is to determine whether the opportunity is worthy of further exploration.

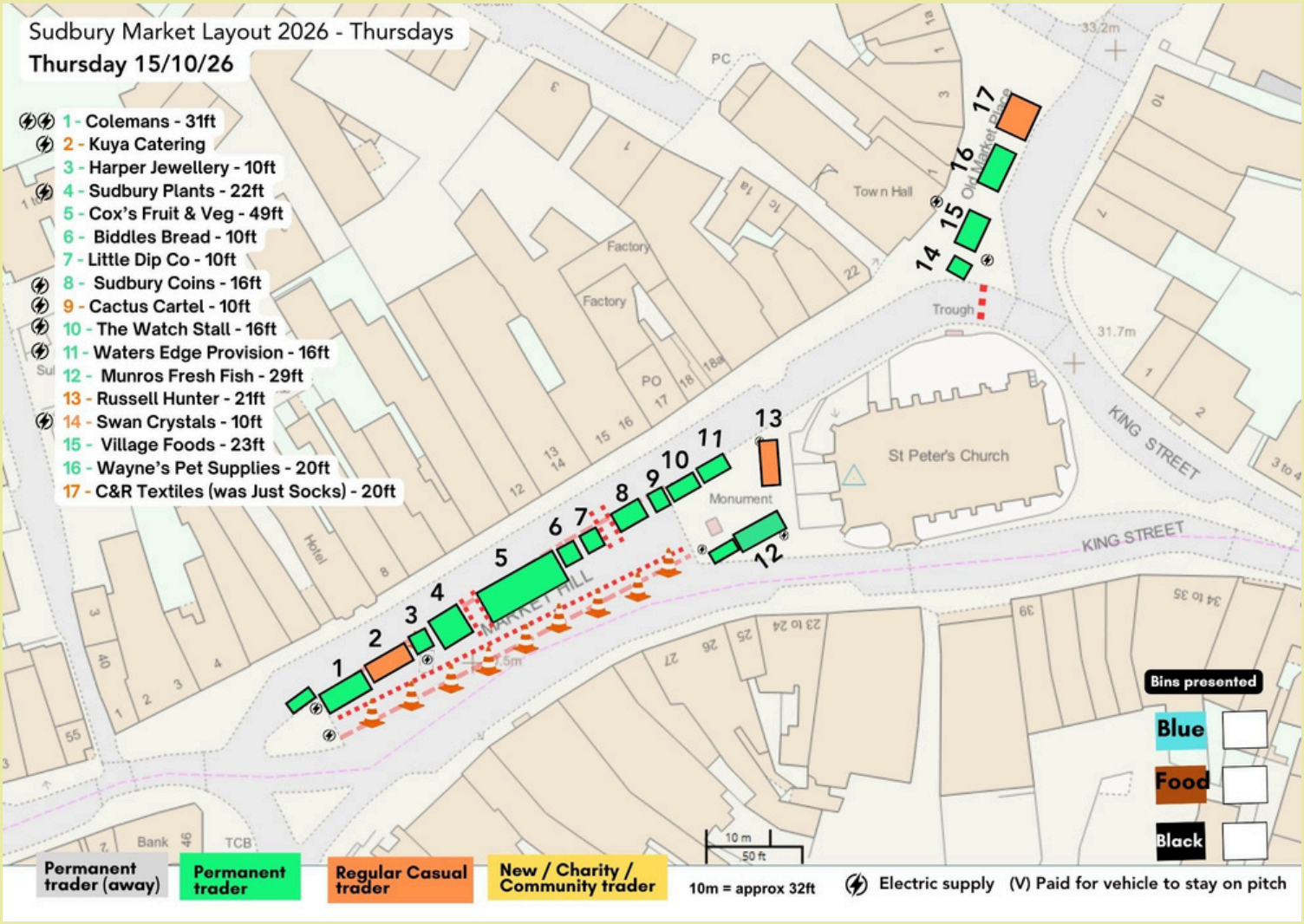
Sudbury Market | Thursday Market Layout Report

For Leisure & Environment 27.10.2026

Following some recent movements of regular traders on the Thursday Market due to changing operational needs including electric supply, an increasingly incoherent layout was developing on the Thursday market. Continuing with this layout was no longer viable for traders' business or customer experience so a trial new set up was necessary. Following trader and public communication and consultation (see trader letter on next page) a 3-week trial layout was introduced from 24th September - 8th October 2026.

All traders showed great flexibility, most changing long-established pitches for the overall good of the market, this collaborative effort is greatly appreciated and has had positive results. The new layout is structured so that all regular traders run in one singular row from the bottom of Market Hill, to the top of the paved area outside of Sudbury Arts Centre, all facing the businesses on the Town Hall side, with their pitches backed towards the King Street (traffic) side.

A feedback form was available both online and in physical form in the TIC and this was communicated via our Social Media platforms, website and on signage around the Market itself.



New example Thursday Market layout - A layout plan is supplied to the Market Operative for every market which details positioning, pitch size and electric requirement of regular, casual and new traders.

Letter to all Thursday traders explaining the reasons for the Thursday trial layout:

Town Hall, Old Market Place, Sudbury, Suffolk, CO10 1TL
sudbury-tc.gov.uk/market
info@sudbury-tc.gov.uk
01787 372 331

Friday 18th September 2026

RE: New trader layout trial commencing Thursday 24th September 2026

Dear Trader,

I am writing to you following consultation this week regarding a proposed new layout of Sudbury Market on Thursdays.

Recently, it has become clear that owing to the movements of regular traders due to unavoidable operational issues the market layout has become incoherent and at odds with the needs of the customer. Overall customer experience remains the Council's top priority, where this is improved, reputation and footfall naturally follow and all traders will benefit.

We have reviewed numerous options that address the following:

- Large gaps in the middle of the market, especially if casual traders are absent. The proposed layout groups the majority of regular traders together.
- For safety reasons, ensuring traders reliant on electric are as close to power supplies as possible.
- Ensuring food traders' produce is out of direct sunlight, this has become more of an issue in recent years as our summers get longer and hotter.
- That traders benefit from the highest footfall areas on Market Hill (pavement side), whilst not obstructing any Market Hill businesses.

The proposed layout below addresses all the above whilst creating a coherent flow for customers whilst working with, rather than against nearby businesses.

We have tried to troubleshoot any potential issues by supplying prominent signage and new layout maps in print, have extra staff support on Thursdays to assist customers, disguise rears of stalls with barriers, and create an accessible barriered gangway through the line to enable flow. We will of course keep customers informed of this change through our channels.

The first day of this trial will be **Thursday 24th September,** unless any unworkable safety issues become apparent, we will continue with this trial layout for 2 further Thursdays, gathering trader and customer feedback at each market and making reasonable adjustments where necessary. We will have two operatives on duty on the 24th supported by two further staff members providing customer support.

The Council is incredibly grateful for the flexibility of traders in enabling this trial, we hope it will be for the good of the Thursday market in the longer term.

Yours Sincerely,

Rachel Price, Business Manager

Sudbury Market | Thursday Market Layout Report

For Leisure & Environment 27.10.2026

On week 1 of the trial, traders were asked for their feedback both a couple of hours into the trading day and at the end of the day. The response was unanimously positive, with one trader saying they'd had two brand new customers and another saying it was in their top 3 trading days on the market (of all time on the market).

On week 2, we had two traders who take up two of our largest pitches on holiday, so we had gaps again but with the new layout, we were able to put benches and some of our Sudbury Market cafe' barriers out which filled the gaps.

Week 3 saw another casual trader return and they were able to fill a space on the market and also gave good feedback at the end of the day.

Over all, there have been 13 traders as part of the trial and each one has given positive feedback and said they would like the layout to continue.

The online form received largely positive feedback, however some of Sudbury Arts Centre's volunteers commented on the configuration not liking the backs of stalls which has since been resolved with more traders on the paved area in the Arts Centre's immediate vicinity. Positive responses including comments about ease to navigate, better relationship with Market Hill businesses and it being visually pleasing and neater.

In the TIC, no physical forms were completed but many passed on their positive feedback to staff verbally. Following the success of the trial, evidenced by increased footfall, sales and more customer friendly layout, traders have been advised that the new Thursday layout will continue for the foreseeable future, but if this trial has taught us anything its that we must constantlly review and adapt to external factors for better operational and business outcomes.

Therefore, we will continue to stay in close communication with customers and traders and retain the right to amend the layout at The Council's discretion if it is deemed to be in the best interest of the Market, town economy or public safety. This is consistent with the wording in the Council's Market Regulations.









Images of new Sudbury Market Thursday layout taken in September and October 2026 during the trial.

Council Services Charges	2022	Increase	2023	Increase	2024	Increase	2025	Increase	2026	Increase	2027	Increase
CPIH in previous September		2.9%		8.8%		6.3%		2.6%		4.1%		**3.6%**
Flint Lodge Rent	£ 800.00		£ 800.00	0.0%	£ 800.00	0.0%	£ 800.00	0.0%	£ 800.00	0.0%	£ 800.00	0.0%
Cemetery Fees (single)	£ 677.00	0%	£ 875.00	29.2%	£ 925.00	5.7%	£ 950.00	2.7%	£ 990.00	4.2%	£ 1,030.00	4.0%
Cemetery Fees (double)	£ 860.00	0%	£ 1,110.00	29.1%	£ 1,180.00	6.3%	£ 1,210.00	2.5%	£ 1,260.00	4.1%	£ 1,300.00	3.2%
Cemetery Fees (triple)	£ -		£ -		£ -		£ 1,470.00		£ 1,500.00	2.0%	£ 1,580.00	5.3%
Cemetery Fees (cremated)	£ 310.00	0%	£ 400.00	29.0%	£ 425.00	6.3%	£ 435.00	2.4%	£ 450.00	3.4%	£ 470.00	4.4%
Cemetery Fees (EROB)	£ 389.00	0%	£ 500.00	28.5%	£ 525.00	5.0%	£ 540.00	2.9%	£ 560.00	3.7%	£ 580.00	3.6%
Cemetery Fees (EROB - CR)	£ 389.00	0%	£ 500.00	28.5%	£ 525.00	5.0%	£ 540.00	2.9%	£ 560.00	3.7%	£ 580.00	3.6%
Cemetery Fees (Headstone)	£ 158.00	0%	£ 200.00	26.6%	£ 210.00	5.0%	£ 215.00	2.4%	£ 225.00	4.7%	£ 230.00	2.2%
Cemetery Fees (Curbstone)	£ 476.00	0%	£ 600.00	26.1%	£ 640.00	6.7%	£ 650.00	1.6%	£ 675.00	3.8%	£ 700.00	3.7%
Cemetery Fees (Inscription)	£ 89.00	0%	£ 115.00	29.2%	£ 120.00	4.3%	£ 125.00	4.2%	£ 130.00	4.0%	£ 135.00	3.8%
Cemetery Fees (Chapel Hire)	£ 110.00	0%	£ 140.00	27.3%	£ 150.00	7.1%	£ 155.00	3.3%	£ 160.00	3.2%	£ 165.00	3.1%
Room Hire Fees (commercial evening)	£ 32.00		£ 39.00	21.9%	£ 41.00	5.1%	£ 42.00	2.4%	£ 44.00	4.8%	£ 46.00	4.5%
Parking Permits	£ 70.00		£ 70.00	0.0%	£ 75.00	7.1%	£ 75.00	0.0%	£ 80.00	6.7%	£ 90.00	12.5%
Allotment Fees (small)	£ 25.00	0%	£ 25.00	0.0%	£ 35.00	40.0%	£ 35.00	0.0%	£ 35.00	0.0%	£ 40.00	14.3%
Allotment Fees (medium)	£ 35.00	0%	£ 35.00	0.0%	£ 50.00	42.9%	£ 50.00	0.0%	£ 50.00	0.0%	£ 55.00	10.0%
Allotment Fees (large)	£ 50.00	0%	£ 50.00	0.0%	£ 70.00	40.0%	£ 70.00	0.0%	£ 70.00	0.0%	£ 75.00	7.1%
Market Fees std 3 x 3 pitch Daily	£ 16.43	0%	£ 16.43	0.0%	£ 17.00	3.5%	£ 17.00	0.0%	£ 18.00	5.9%	£ 18.00	0.0%
Market Fees std 3 x 3 pitch Monthly	£ 16.43	0%	£ 16.43	0.0%	£ 16.00	-2.6%	£ 16.00	0.0%	£ 17.00	6.3%	£ 17.00	0.0%
Farmers Market Fees	£ 200.00	0%	£ 200.00	0.0%	£ 200.00	0.0%	£ 200.00	0.0%	£ 208.00	4.0%	£ 215.00	3.4%
Operations Team Services	£ 21.95		£ 23.24	5.9%	£ 24.64	6.0%	£ 32.50	31.9%	£ 33.75	3.8%	£ 35.00	3.7%

Assembly Room Hire Charges

CPI	FY	Commercial			Non-Commercial			Charities			Use of Kitchen
		Midweek	Sat & Evening	Sunday	Midweek	Sat & Evening	Sunday	Midweek	Sat & Evening	Sunday	
	2023	**£ 33.00**	**£ 39.00**	**£ 53.00**	**£ 20.00**	**£ 27.00**	**£ 39.00**	**£ 16.00**	**£ 25.00**	**£ 39.00**	**£ 39.00**
6.3%		£ 35.08	£ 41.46	£ 56.34	£ 21.26	£ 28.70	£ 41.46	£ 17.01	£ 26.58	£ 41.46	£ 41.46
	2024	**£ 35.00**	**£ 41.00**	**£ 56.00**	**£ 21.00**	**£ 29.00**	**£ 41.00**	**£ 17.00**	**£ 27.00**	**£ 41.00**	**£ 41.00**
2.6%		£ 35.99	£ 42.53	£ 57.80	£ 21.81	£ 29.45	£ 42.53	£ 17.45	£ 27.27	£ 42.53	£ 42.53
	2025	**£ 36.00**	**£ 42.00**	**£ 58.00**	**£ 22.00**	**£ 29.00**	**£ 43.00**	**£ 17.00**	**£ 27.00**	**£ 42.00**	**£ 42.00**
4.1%		£ 37.47	£ 44.28	£ 60.17	£ 22.71	£ 30.65	£ 44.28	£ 18.17	£ 28.38	£ 44.28	£ 44.28
	2026	**£ 37.00**	**£ 44.00**	**£ 60.00**	**£ 23.00**	**£ 30.00**	**£ 45.00**	**£ 18.00**	**£ 28.00**	**£ 44.00**	**£ 44.00**
3.6%		£ 38.82	£ 45.87	£ 62.34	£ 23.52	£ 31.76	£ 45.87	£ 18.82	£ 29.41	£ 45.87	£ 45.87
	2027	**£ 39.00**	**£ 46.00**	**£ 62.00**	**£ 24.00**	**£ 32.00**	**£ 46.00**	**£ 19.00**	**£ 29.00**	**£ 46.00**	**£ 46.00**