

**SUDBURY TOWN COUNCIL**  
**MINUTES OF THE MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD IN THE**  
**TOWN HALL SUDBURY ON TUESDAY 19<sup>TH</sup> SEPTEMBER 2023 AT 6.30PM**

PRESENT: Mrs M Barrett – Chair

Mr N Bennett  
Mr S Hall  
Mr M Olyver  
Mr A Stohr

ATTENDING: Mr C Griffin – Town Clerk  
Mrs J Budd – Deputy Town Clerk

1. SUBSTITUTES AND APOLOGIES

**Apologies for absence were received from Councillors Mr P Beer, Mrs J Osborne, Mr T Register and Mr A Welsh.**

**Councillor Mr N Bennett was the substitute for Mr Welsh.**

2. DECLARATIONS OF INTERESTS

**No declarations were received.**

3. DECLARATION OF GIFTS AND HOSPITALITY

**No declarations of gifts or hospitality were made.**

4. REQUESTS FOR DISPENSATION

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

5. ELECTION OF A VICE CHAIRMAN

Councillor A Stohr was nominated by Councillor Mrs Barrett and seconded by Councillor S Hall. There were no other nominations.

**RESOLVED**

**That Councillor A Stohr be elected Vice Chairman of the Policy and Resources Committee.**

6. MINUTES

**RESOLVED**

**That the minutes of the Policy and Resources Committee meeting held on the 18<sup>th</sup> October 2022 be confirmed and signed as an accurate record. These had been approved and adopted at the November full Council meeting.**

7. ACTIONS FROM THE PREVIOUS MEETING

The Town Clerk advised that:

- Community Governance Review – Contact had been made with Babergh District Council with regards to the discrepancy in ward numbers. This work was still ongoing.
- Responsibility of Highway matters at meetings – This was resolved at the November full council meeting.
- Complaints Procedure – If members were concerned with the wording adopted in October 2022 they could propose amendments for consideration at a future meeting.
- Town Hall Policy – This was now in use.
- Allotment Policy – This was now in use.

**RESOLVED**

**That the reports be noted.**

8. REVISION OF THE BUSINESS PLAN

Members discussed in detail the first draft outline for the new business plan.

A copy of the draft outline and the proposed amendments is shown at minute page 573.

**RESOLVED**

**That the draft outline of the business plan, as amended, be developed by officers and brought back to the Policy and Resources Committee for discussion.**

**That the meeting be extended by 30 minutes so that it could run until 9:00pm**

9. DEVELOPMENT OF BELLE VUE PARK

A working group had already been created between Sudbury Town Council and Babergh District Council to discuss the way forward. No other discussions were required at this point.

10. DELEGATION ARRANGMENTS TO COMMITTEES

Members were requested to review the delegation arrangements to committees, staff and other local authorities in accordance with Standing Order 5(J) (v) as referred at the May full council meeting.

**RESOLVED**

**That a working group be set up that includes all available members of the Policy & Resources Committee to discuss these arrangements. The working group will be named the Terms of Reference Working Group. The group will examine and redraft all arrangements for delegation before bringing them back to the full committee for approval.**

**The first meeting of the working group will be held on Wednesday 4<sup>th</sup> October at 5.30pm for any members that can attend.**

11. TERMS OF REFERENCE

Members were requested to review the terms of reference for committees in accordance with Standing Order 5(J) (vi) as referred at the May full council meeting.

**RESOLVED**

**That the terms of reference for committees will be included in the remit of the Terms of Reference Working Group.**

Due to the time, the remainder of the agenda will be postponed until the next Policy and Resources Committee meeting.

The meeting concluded at 8.58 pm

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Chairman













