

# **SUDBURY TOWN COUNCIL**

You are **summoned** to a meeting of the LEISURE & ENVIRONMENT COMMITTEE to be held in Sudbury Town Hall on **TUESDAY 31<sup>ST</sup> JANUARY 2023** at **6.30pm** for the transaction of the following business:

## **AGENDA**

1. Substitutes, apologies and approval of absences.
2. Declarations of Interest.
3. Declarations of Gifts and Hospitality.
4. Requests for dispensation (these must be received in writing).
5. To confirm that the minutes of the meeting of the Leisure and Environment Committee held on 29<sup>th</sup> November 2022 (copies were circulated and adopted at the January Full Council meeting) are an accurate record.
6. To review the outstanding action from previous meetings.
7. To receive an update on the temporary floral planting and maintenance contract and to authorise a spend of up to £12,500 excluding VAT for soil improvement and to implement a perennial planting scheme across Sudbury's floral beds and roundabouts.
8. To review the Floral Planting and Maintenance tender document prior to advertising.
9. To receive an update on the progression of the town signage and wayfinding scheme and s.106 funding
10. To receive an update on the plan to remodel the Mill Acre landscape and install new bins and benches.
11. To approve payment of an invoice from Eastern Arboriculture for £9,650 (excluding VAT) for tree works carried out during November/December.
12. To approve expenditure of up to £10,000 for the next round of tree works.
13. To approve expenditure of up to £3,600 excluding VAT for next year's Microsoft software contract.
14. To assess the results of cleaning the museum carpet and agree next steps.
15. To approve expenditure of up to £5,000 on a St. George's Day celebration in Sudbury.
16. To approve the write off of the value (£596.79) of the 2023 Calendars by reducing the cost from £6.99 to £3.49.
17. To approve expenditure of up to £900 on the Sudbury Guided Tour Programme for 2023/24.

18. To discuss a request from the Sudbury & District Pool League to use the town Crest.
19. To discuss a request from Sudbury Joggers to hold the fun run in Sudbury on Good Friday 7<sup>th</sup> April 2023 and confirm to Suffolk County Athletics Association that this event is endorsed by the Town Council.
20. To discuss a request from Sudbury First Responders for permission to install a Memorial bench in Sudbury.

**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 xx to xx on the grounds that, if the public were present during this item, 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 the financial or business affairs of any particular person (including the authority holding that information) and,
  - Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.
21. To approve the expenditure of up to £4,000 excluding VAT to update the security systems.
  22. To receive an update on the lease agreement with Suffolk Registrars.



26<sup>th</sup> January 2023

C Griffin  
TOWN CLERK

**TO:** Chairman – Ms E Murphy, Committee Members: - Mr N Bennett, Ms J Carter, Mr P Faircloth-Mutton, Mr S Hall, Mr A Osborne, Miss A Owen and Mr T Regester. (The Mayor – Ex-officio) and remaining councillors for information. The Press.

In order to comply with the Data Protection Act 2018, all persons attending this meeting are hereby notified that there will be a live video broadcast of this meeting, which will be recorded and available to be watched later on the Council website. The purpose of recording proceedings is to enable maximum participation both at the time of the meeting and for those who watch later.

In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the meeting remaining open to the public.