

Bungay Town Council

Minutes of the February meeting held at the Community Centre, Upper Olland St on Monday 15th February 2016 at 7.45pm.

**Present : Cll Barnes, Cloke, Collins, Groom, Haward, Knights, Prior, Reeve, Thompson and Woods.
Cll Ritchie (SCC).**

1. Apologies

Apologies were received from the police and Clls O'Neill and Paul.

2 Interests

The following non pecuniary interests were declared:-

Cll Cloke : matters relating to the Honeypot Centre and the Friends of St Mary's.

Cll Knights: matters relating to the Honeypot Centre.

3. Minutes of the meeting of the Council held on the 18th January 2016

Were approved and signed.

4. Public representations

No members were present.

5. County Councillor's report

Cll Ritchie's reported that the SCC budget had been approved. He had spoken up for Suffolk Libraries during the course of this process. Much thought had been given to whether greater use should be made of the reserves. The biggest project under consideration was the construction of a third Waveney crossing. He reported that the SCC children's services had been judged 'good' by Ofstead. It was now possible to report damaged highway signs directly to SCC.

6. To receive a report on local policing matters

A written report was circulated.

Signed.....

Date.....

7. To receive correspondence

The following correspondence was reported:-

PC Robert Dakin reporting that wef 4th April 2016 he had been transferred to other duties (pending appeal) following the current restructuring exercise and would no longer be the local SNT Constable. He wished to thank the current and former mayors with whom he had worked while in post. It was agreed that the Clerk write to PC Dakin.

WDC re Off-Street Parking Order 2016.

WDC with notice of candidates for the BTC election on 3rd March 2016.

East Suffolk Business Plan.

SCC re temporary closure of Wingfield Street 15/2/1 – 17/2/16 for installing a new water connection.

SCC re changes to the bus timetable. It was agreed that Cll Barnes speak to Mr Abbey who is assisting the Council with these matters.

Broads Authority re public consultations. It was agreed that the issues be considered by the relevant committee.

8. To receive a report from the Finance and General Purposes Committee meeting held on the 1st February 2016

The report was received.

The Clerk reported that he considered that the donation recommended under item 4 did not meet the requirements of Section 137. The wording of this Section indicated that individual benefit could not be conferred; furthermore the wider benefit would not accrue in the UK and thus did meet the requirements of the Section. The Council noted the Clerk's advice but requested that the matter be looked into further.

In relation to item 6 a donation of £650 was agreed to cover the cost of the fireworks.

It was agreed (item 7) that the surgeries for March, April and May be held in the Bowerbank Room at a cost of £10 per session. If attendance did not improve, surgeries would move back to the Honeypot Centre. Cll Cloke will make the bookings.

9. To consider plans received and to receive planning decisions from Waveney District Council and the Broads Authority

The following plans were considered:-

DC/16/0159/PN3, Mr T Fuller, prior notification, use as cafe and soft play area, Oaklands Farm, Flixton Rd. Approval recommended.

DC/16/0037/FUL, Mr R Flatt, replace existing front windows and door with UPVC windows and composite door, 49 Southend Rd. Approval recommended.

Signed.....

Date.....

A report of planning decision was received.

10. Lorry watch co-ordinators report

No report was received and Cll O'Neill's apologies had been noted. He had advised that reports were being sent. Cll Barnes said that SCC had reported that the scheme was working well.

11. To recommend a new road name for the 4 property new development at Garden Close and a row or terrace name for the 3 property new development at Princes Road

The following recommendations were made:-

Garden Close – Skinner's View

Princes Rd – Regent Terrace

12. To receive a report on the Neighbourhood Development Plan (NDP) and to make any necessary decisions relating to it

A report was received. It was noted with some concern that the Plan area had been formally designated without reference to the Council although the Council had been made aware that this was under active consideration. The Clerk reported that NDP expenditure had been incurred which had not been approved by the Council. Cll Barnes said that this was a process which should be controlled by the Council notwithstanding that 2 members had volunteered to carry this process forward on behalf of the Council. In the future formal steps in the process including external funding applications and expenditure would need to be approved by the Council. Following approval relevant documents should be signed by the Clerk as proper officer. The Clerk suggested that a NDP budget be drawn up for approval by the Council; when approved goods and services for the NDP should be ordered by the Council so that VAT could be properly accounted for. Clls Collins and Thompson said that they had misunderstood the extent to which they had been given delegated authority. They had carried out a great deal of work on this project and said that they would welcome assistance from other members. Clls Collins and Thompson were thanked for their work.

13. To receive a report on the WDC Public WC review

A report was received from Cll Woods. It was agreed that a meeting be sought with WDC to consider cleaning and supply issues.

14. To receive a report on the operation of the Riverside Centre

The Clerk reported on the renewal of a weekly block booking through to May, a monthly booking through to July, bookings for the quarterly MP surgeries, social and community bookings for later in the year and continuing regular monthly and bi-monthly bookings.

Signed.....

Date.....

15. To receive a report from the latest councillors' surgery

There were no attendees at the last surgery.

16. To receive written reports from Council Representatives

Written reports had been circulated. Cll Knight's reported on an interesting but very poorly attended meeting of the Great Yarmouth Community Health Trust.

17. To receive reports from District Councillors

Cll Woods reported that the WDC budget review process had been completed and the budget would be considered by a full meeting of WDC.

18. Town Mayor's Report

A written report had been distributed.

19. Balance details and approval of payments

The following balance details were reported:-

| | |
|-------------------------------|-----------|
| | £ |
| Lloyds current account | 33739.75 |
| Lloyds instant access account | 293.08 |
| Scottish Widows account | 131244.23 |
| Total | 165277.06 |

The following cheques were approved for payment:-

IRS Recruitment Ltd, litter pick, £495.84; Norse Commercial Services, Riverside, cleaning, £190.48; Mrs S Collins, reimbursed expenses, mileage for training, £31.50, NDP reimbursed expenses, £24.86, total £56.36; Essex & Suffolk Water, Riverside, £288.73, allotments, £47.07, total £335.80; Bungay Honey Pot Centre, room hire, £30.00, foodbank, Section 137, £40.00, total £70.00; P J Lee Hire & Sales Ltd, litter-pick supplies, £5.21.

Signed.....
Date.....