

Bungay Town Council

Minutes of the 2017 Annual Meeting of this Council held at the Council Chamber, Broad Street, Bungay on Monday 15th May 2017 at 7.45pm.

Present : Clls Groom, Matthews, Adams, Barnes, Bradley, Cloke, Collins, Harnden, Lincoln, Knights, O'Neill, Paul and Woods.

Also present was Cll Ritchie (SCC).

1. To elect a Town Mayor for the forthcoming year

On the proposal of Cll Cloke, seconded by Cll Knights, Cll Matthews was elected and spoke of her desire to work with all members for the good of the town.

2. To receive a declaration of office from the Town Mayor

It was noted that a declaration of acceptance of office is to be signed as soon as practical.

3. To receive apologies

Apologies were received from Cll Prior.

4. To receive interest declarations

Cll Adams declared a non pecuniary interest in plan DC/17/1778/VOC and Cll O'Neill in plan DC/17/1836/TPO.

5. To elect a Deputy Town Mayor for the forthcoming year

On the proposal of Cll Matthews seconded by Cll Collins, Cll Lincoln was elected.

6. To receive public representations

No members of the public were present.

7. To approve the minutes of the meeting of the Council held on 18th April 2017

Subject to it being noted under item 11 that a quarterly financial report for the Riverside would in the future be required the above minutes were approved for signature.

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

8. To receive correspondence

The following correspondence was reported:-

Suffolk Police re theft from WDC skip in Garden Close; reported no lines of enquiry and filing of investigation.

Bungay Street fair issues. Organisers were aware and were dealing with.

Mr D Abbey re current bus issues.

Speeding vehicles in St Johns Rd, 7.30am - 8.30am and 4.30pm to 5.30pm. Police speed checks covering these times to be requested.

9. To receive a police report

It was agreed that following the PCSO changes this should be an agenda item by request rather than a standard item.

10. To receive a report from the County Councillor

Cll Ritchie reported on the recent death of Cll Laws, leader of WDC.

He said that he was honoured to be re-elected county councillor for the Bungay division. The Conservatives now held a substantial majority on the County Council.

11. To consider plans, to receive a report from the Environment & Planning Committee and receive notice of planning decisions from Waveney District Council & the Broads Authority

The following plans were considered:-

DC/17/1778/VOC, Mr Richard Patrick, Variation of Condition Nos. 2 & 7 of DC/15/0382/FUL - Construction of chalet bungalow with attached garage - Alterations to previously approved plans, 1 Messenger Close, Bungay. Approval recommended.

DC/17/1836/TPO, Mr Tim Harrison, Remove 1 lower limb over neighbours wall. Reduce by 1m limbs overhanging neighbours side and crown lift side over garden. To increase light into gardens, 17 Trinity Street, Bungay. Approval recommended.

A reported was received from the committee meeting held on the 2nd May 2017.

The following decisions were reported from WDC:-

DC/16/4054/OUT, Mr Brian Prettyman, Outline Application - Construction of 4 No. detached two storey residential units and 4 No. detached garages. New vehicular access and associated hard/soft landscaping works, Bungay Youth Centre, Old Grammar Lane. Approved.

DC/17/0903/COU, Mr G Dodds, Partial change of use from grassed area to six bay parking area, Land fronting 5-8 Garden Close, Bungay. Approved.

Signed.....

Date.....

11. Planning decisions received (cont)

DC/17/0950/FUL, Mr R Woods, Extension of existing veranda and formation of garden store beneath and conversion of existing store to WC, 19 Boyscott Lane, Bungay. Approved.

12. To receive a report from the Finance & General Purposes Committee

A report from the meeting held on the 2nd May had been distributed to members. Matters relating to the traffic review were discussed. It was agreed that the Clerk obtain a copy of the latest SCC safety audit and that Cll Adams circulate information available to him about similar work carried out by other local councils. It was agreed that Environment & Planning seek to identify safety issues which the Council should bring to the early attention of SCC and other issues which would require work by a consultant before proposals could be put to SCC.

13. To receive a report from the Governance Committee

A report was received. The Clerk requested further time to consider the standing order revisions and it was agreed this would be put on the agenda for the main June meeting.

14. To appoint an Environment & Planning Committee (7 members)

Clls Cloke, Collins, Barnes, Bradley, Harnden, Matthews and O'Neill were appointed.

15. To appoint a Finance & General Purposes Committee (8 members)

Clls Adams, Groom, Haward, Knights, Lincoln, Paul, Prior and Woods were appointed.

16. To appoint a Governance Committee (7 members)

Clls Barnes, Collins, Lincoln, Matthews, O'Neill, Prior and Woods were appointed.

17. To appoint a Grounds & Property Committee (5 members)

Clls Barnes, Haward, Paul, Prior and Woods were appointed.

18. To consider and approve the Governance Committee recommendation on the Employment Panel terms of reference

Theses had been circulated to all members and were approved.

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

19. Subject to approval of 18 above to appoint members to the Employment Panel in accordance with the terms of reference

Cll Matthews, Lincoln, Adams and Harnden were appointed.

20. To make the followings annual appointments:-

Publications and Website editors: Clls Cloke, Paul and Woods
CIL Working Party : Clls Adams, Barnes, Matthews, O'Neill, Prior and Woods.
Local Council Award Scheme Working Party: Collins, Lincoln, Paul and Woods
Emergency Planning Working Party : Clls Barnes, Groom and Prior

21. To make the following annual appointments to outside bodies:-

BEBA : Clls Adams & O'Neill
Bungay Honeypot Centre : Cll Cloke
Bungay Joint Tourism Group : Cll Woods
Bungay in Bloom : Cll Groom
Outney Common Owners : Cll Lincoln
Bungay Christmas Lights Committee : Clls Barnes and O'Neill
Pride of Bungay Group : Clls Barnes, Cloke, O'Neill and Prior
Waveney Area Meeting of Suffolk Association of Local Councils : Cll Paul and O'Neill
River Waveney Valley Trust : Bradley and Prior

22. To vote the Town Mayor's Allowance

Cll Matthews withdrew for consideration of this item and Cll Lincoln took the chair. On the recommendation of Cll Groom an allowance of £1400 was voted for 2017/18.

23. To consider renewal of the SALC subscription

It was agreed to renew this subscription at a cost of £966.53.

24. To receive a report from the Town Meeting

The Clerk reported. There were no issues arising.

25. To receive a report on the Riverside Centre

The Clerk reported that bookings were holding up.

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

26. Reports from Council Representative

Reports had been distributed. It was noted that following a request by Cll Matthews SCC had moved promptly to replace a missing bollard in Earsham St. Waveney Norse had agreed to deal with vegetation issues at Manor Rd during the month of July.

27. District Councillors Reports

It was reported that the annual WDC meeting would take place on 17th May.

28. To agree the letting terms for the WDC office

The Clerk reported and it was agreed that a service charge of £100pm for use of the 2 offices on the Broad Street elevation was acceptable. WDC were being pressed to allow a 3 month notice period as originally agreed. Cll Groom will follow up on this. It was agreed that the Clerk report to the F&GPC on the likely set-up and on-going office costs.

29. To receive balance details and to approve the following cheques for payment

The following balances were reported:-

	£
Lloyds current account :	186918.60
Lloyds instant access account :	293.23
Total	187211.83

The Clerk reported that he was pressing the bank to open a deposit account as formally requested.

The following cheques were approved for payment:-

Bungay Honeypot Centre, food-bank donation S137, £40.00, hall hire, £30, total £70.00; IRS Recruitment, litter -pick, £ (S137) £518.08; P Morrow, Civic Evening, re-imburements, £168.78.

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