

## Bungay Town Council

### Report of a meeting of the Finance & General Purposes Committee held at the Community Centre, Upper Olland, Street on Monday 5th June 2017 at 7.30pm.

Present Clls Lincoln, Adams, Groom, Knights, Prior and Woods

1. To appoint a chairman and vice-chairman for the forthcoming year  
Cll Lincoln was appointed chairman and Cll Prior vice-chairman.

2. To agree when future meetings will take place

It was agreed that meetings will take place on the first Monday of each month or Tuesday if the first Monday is a Bank Holiday subject to there being business to transact. Consideration can be given in the future to holding meetings on a different evening if considered necessary for the efficient management of Council business.

3. To accept apologies

Apologies were received from Cll Paul.

4. Interests

No interests were declared.

5. To allow local electors to comment

No electors were present.

6. To receive a report on indicative office set up costs

A report had been circulated by the Clerk and was agreed. Additionally it was recommended that wi-fi facilities be provided in the Council Chamber.

7. To receive details of the proposed licence agreement for the new office

A draft had been circulated by the Clerk who noted that WDC should be held to the 3 month notice period and, subject to conditions, signage should be allowed. It was agreed that the Clerk resolve these points with WDC.

8. To receive details of the insurance renewal

Details had been circulated by the Clerk. It was recommended that the Council enter into a 3 year agreement with the current insurers.

9. To consider Council participation in the commemoration of the 100th anniversary end of World War I (November 2018)

The Clerk suggested that a book of remembrance be provided for St Mary's Church. Members also considered that a band would enhance the parade that preceded the remembrance service. It was recommended that both these matters be taken up with the Bungay RBL.

10. To receive a report on the possible installation of a CCTV system in the town centre

Cll Lincoln had circulated a written report and reported further. The committee were broadly in favour of the proposal and it agreed that a decision in principle be sought from the full Council. Detailed proposals can then be developed.

11. To receive details of balances and approve cheques for payment:-

Balances:-

Lloyds Bank c/a	£186633.99
Lloyds Bank instant access	£ 293.24
Total	£186927.23

Signed.....

Date.....

The following payments were approved:

IRS Recruitment, litter-pick, £704.04; Waveney Norse Ltd, Riverside cleaning, £196.19; Suffolk Association of Local Councils, subscription 2017/2018, £966.53; Friends of St Mary's, room hire, £60.00; Bungay Honey-pot Centre, Civic Evening, £60.00; New Beginnings Florist Ltd, flowers Civic Evening, £28.00; John Groom, Civic Evening catering, £320.00; J Paul, mileage - training, £63.00; B & B Skips, Dinky's Garden, £108.00; PDQ Digital Media Solutions Ltd, bus information print, £218.40; Mayday Office Equipment Services Ltd, photo-copy charge, £6.60; P J Lee Hire & Sales Ltd, litter-pick equipment, £14.99; Mr A Dawes, BNDP reimbursement, £38.26; M Matthews, Town Mayor's allowance 2017/2018, £1400.00.

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

**Report of a meeting of the Environment & Planning Committee held at the Community Centre, Upper Olland Street on Monday 5th June 2017 following the above meeting**

Present : Clls Cloke, Barnes, Collins, Harnden, Matthews and O'Neill

1. To appoint a chairman and vice-chairman for the forthcoming year  
Cll Cloke was appointed chairman and Cll Matthews vice-chairman.

2. To agree when future meetings will take place

It was agreed that meetings will take place on the first Monday of each month or Tuesday if the first Monday is a Bank Holiday subject to there being business to transact. Consideration can be given in the future to holding meetings on a different evening if considered necessary for the efficient management of Council business.

3. To accept apologies

Apologies were received from Cll Bradley.

4. Interests

No interests were declared

5. To allow local electors to comment

No electors were present.

6. To consider the following plans:-

DC/ 17/1945/TCA, Mr B Clarke, tree work, Yew tree, 6 Trinity Street. Approval recommended.

DC/17/1927/FUL, Mr J Crickmore, change of use, livestock building to artisan cheese making facility, Fen Farm, Flixton Rd. Approval recommended.

DC/17/1929/FUL, Ms K Newman, construct 2 storey dwelling, 77 Beccles Rd. Approval recommended.

DC/17/1947/FUL, Mr N Bell, construct single storey side and front extension, 40 Bigod Rd. Approval recommended.

BA/2017/0142/HOUSEH, Mrs F Poston, install poly-tunnel, The Dell, Staithe Rd. Approval recommended.

7. To receive further information on matters arising from the traffic survey and give further consideration to dealing with the issues

Cll Matthews reported on a meeting that she and Cll Lincoln had attended with Mr M Kerridge of SCC. This had originally been arranged to consider other matters but the opportunity was taken to see if any of the concerns arising from the initial traffic report could be addressed in the short term. Mr Kerridge had agreed to check the status of the restricted parking area immediately south of the Priory Lane junction, consider provision of bollards on the west side of the Market Place area to prevent illegal parking and pavement damage opposite the Butter Cross and alterations to parking bays and signing in the roundabout area.

It was noted that a public update could be issued if a positive response is received from Mr Kerridge.

Signed.....

Date.....

8. To consider proposals relating to the Kings Road play area  
Cll Barnes had circulated a background paper on the issues. Long-running  
encroachment on and misuse of the area had not been curtailed by enforcement action  
taken by WDC. The committee recommended that the Council seek inclusion of this  
site in the current round of WDC local plan site allocation for social housing and a  
high quality playground.

Signed.....

Date.....