

## STOWMARKET TOWN COUNCIL

Minutes of the meeting of **STOWMARKET TOWN COUNCIL** held in the John Milton Room, Milton House, Milton Road South on Wednesday, 10<sup>th</sup> December, 2014 at 7.00pm.

Present: Councillor G M Brewster (Town Mayor)

Councillors: N G K Gowrley  
G P Harris  
B Humphreys  
Mrs L M Mayes  
N J Rozier  
B J Salmon (Deputy Town Mayor)  
K E Scarff  
Mrs V I Waspe  
Mrs A E J Whybrow  
D S Whybrow

In attendance: Mr D G Blackburn (Town Clerk)

Present: Mrs R Godbold (Community Liaison Officer)  
Mr M Hunter (East Anglian Daily Times)  
Ms M L Marshall (Deputy Town Clerk)  
Dr A Powell (Stowmarket resident)  
Mr Ward (Stowmarket resident)

### 242. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ms S L Britton, G Green, D J MacPherson and Mrs P J E Robinson.

### 243. DECLARATIONS OF PECUNIARY OR NON PECUNIARY INTERESTS

Councillor N G K Gowrley declared a non-pecuniary interest in item 248, Notes of the Capital Programme Working Group, as a Trustee of the Mid Suffolk Citizens Advice Bureau.

Councillor N J Rozier declared a non-pecuniary interest in item 251, Residential Parking Factsheet, as a resident of one of the potentially affected roads.

Councillor Mrs A E J Whybrow declared a non-pecuniary interest in item 251, Residential Parking Factsheet, as a resident of one of the potentially affected roads.

### 244. DISPENSATIONS IN RESPECT OF PECUNIARY INTERESTS

There were none.

245. TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor's announcements for the period Wednesday, 29<sup>th</sup> October, 2014 to Wednesday, 3<sup>rd</sup> December, 2014 were received by the Council.

The Town Mayor reported that the Town Clerk and Councillor Mrs L M Mayes had attended the Annual General Meeting of the Suffolk Association of Local Councils where they had received, on behalf of the Town Council, the Runner's Up Award for the Suffolk Council of the Year.

246. MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 5<sup>th</sup> November, 2014 be approved and signed as a correct record.

247. QUESTIONS PURSUANT TO STANDING ORDERS

In accordance with Standing Order 3, Dr Alan Powell asked if Members of the Town Council would consider his proposal to implement a temporary road closure on Milton Road South.

The proposal would enable an assessment to be made of the effect of requiring traffic leaving the Morrisons Supermarket Car Park to turn left, go along Ipswich Street and down Hollingsworth Road before joining Gipping Way.

The Town Clerk thanked Dr Powell for his question and indicated that the idea had been raised previously, but had not been formally supported by the Town Council because firstly, it would not necessarily be popular with motorists as those trying to get to the north and west of the town would be required to travel in the opposite direction initially and over a longer route before joining Gipping Way and secondly, the unintended consequence of the proposal could be to tempt motorists to ignore the traffic restriction at the top of Milton Road South and go through the town to get to their destination.

The Town Council had made enquiries to the County Council in the past about creating a roundabout on Gipping Way and had made representations about the phasing of the traffic lights, the louvers on the lights and priorities at junctions. It would continue to lobby Suffolk County Council for positive change to the traffic management arrangements in the town centre.

248. NOTES OF THE CAPITAL PROGRAMME WORKING GROUP MEETING HELD ON 4<sup>TH</sup> DECEMBER, 2014

The Town Clerk presented the notes of the Capital Programme Working Group meeting held on 4<sup>th</sup> December, 2014.

RESOLVED: That the notes of the Capital Programme Working group held on 4<sup>th</sup> December, 2014 and the recommendations contained therein be approved and adopted.

249. PIKES MEADOW

The Town Clerk submitted a report, C/14/1415, copy on report file, regarding a proposal for the Town Council to enter into a lease for Pikes Meadow.

The Town Council had received a request from Chris Fry, Head of Environment, Mid Suffolk District Council to take a lease for Pikes Meadow in order to enable the 'Friends of Pikes Meadow' to apply for grant funding for new play equipment.

The lease was effectively a 'marriage of convenience' whereby the Town Council could support improvements to Pikes Meadow and the provision of new equipment for the local community without incurring any expenditure either now, or in the future.

RESOLVED:

- i) That the report be received and noted; and
- ii) That the Town Council agree a 99 year lease for Pikes Meadow subject to:
  - a) The District Council meeting the Town Council's legal costs associated with the lease; and
  - b) The lease being 'in name' only so that there be no ongoing obligations upon the Town Council.

250. REGAL THEATRE FRONTAGE

The Town Clerk submitted a report, C/15/1415, copy on report file, containing a business case which had been prepared for the Regal Frontage Project. The business case outlined the key considerations of the project.

RESOLVED:

- i) That the business case for the Regal Theatre Frontage Project be endorsed and Option B – Theatre Improvement Programme – Building Works Only be selected for delivery by the Town Council;
- ii) That the provision within the designated reserve and contributions to capital from revenue in 2015/16 and 2016/17, as recommended by the Capital Programme Working Group, be used to fund the project;
- iii) That a Capital Authorisation be sought for the project in due course;
- iv) That a Project Board comprising Councillors N G K Gowrley, Mrs L M Mayes, N J Rozier, B J Salmon and D S Whybrow be appointed to oversee the delivery of the project with full delegation from Council:  
'To take all reasonable steps and undertake all necessary actions, to deliver Option B as set out within the business case for the project';  
and
- v) That the Project Board be required to:
  - a) Submit reports regularly to Full Council on the progress of the project;
  - b) Seek prior Council approval for any measures that are outside the scope of Option B; and
  - c) Alert the Town Council if, at any stage, it becomes apparent that there is a significant risk that the funding allocated will not be sufficient to deliver the project.

251. RESIDENTIAL PARKING FACTSHEET

The Town Clerk submitted a report, C/16/1415, copy on report file, providing an update on the Residential Parking Factsheet.

At the Council meeting on 7<sup>th</sup> November 2012, Members expressed an interest in the Town Council working with the District Council to offer support to local communities who wished to consider the introduction of Residential Parking Schemes in their neighbourhoods.

A considerable amount of work had been undertaken following that decision culminating in the production of the draft factsheet.

The Town Council's involvement was entirely voluntary as it had no statutory powers to regulate parking which normally involved the District Council, Highways Authority and the Police.

Requests for information continued to be received by the Town Council from residents across the town. Members of the Town Council expressed a willingness to provide better information to the public about residential parking schemes. The Town Council would not be responsible for the administration or enforcement of schemes as both were highly resource intensive.

RESOLVED: That the factsheet on Residential Parking Schemes be approved and made available to the public.

252. SPORTS FORUM

The Town Clerk submitted a report, C/17/1415, copy on report file, providing an update on the Sports Forum.

At the Full Council meeting on 1<sup>st</sup> October, 2014, the creation of a Sports Forum was endorsed.

The Sports Forum was a consultative body and lobbying forum on behalf of the sports clubs and groups in Stowmarket which sought to raise the profile of local sports and identify deficits in sports provision within the town.

The inaugural meeting of the Stowmarket Sports Forum was held on Monday, 13<sup>th</sup> October, 2014 and was well attended by representatives of local bodies and sports clubs.

RESOLVED:

- i) That the report be received and noted;
- ii) That an expression of interest be sent to Suffolk County Council with regard to the school sports fields which shall be surplus to requirement following the Schools Organisation Review; and
- iii) That the Town Clerk arrange a site visit to the school sports fields referred to in ii above.

253. SPECIAL PURPOSES COMMITTEE

The Town Clerk submitted a report, C/18/1415, copy on report file, regarding a procedure for handling petitions, complaints and investigations.

The Town Council, had, in recent years, set up a task and finish group to investigate town trading with the final decision being taken by the Full Council and, in the past 12 months, the Special Purposes Committee dealt with matters relating to a third party organisation within the town.

Other matters may arise in the future and there may be times when they relate to the Town Council's land, interests or services. In some cases, the Full Council meeting may not provide the most appropriate forum for considering the matter in detail.

To address the above the Town Clerk recommended that the remit of the Special Purposes Committee be amended.

RESOLVED:

- i) That the report be received and noted; and
- ii) That the remit of the Special Purposes Committee shall be 'To conduct any reviews, enquiries or investigations on behalf of the Council and issue its findings on such matters, subject to referral to the Full Council for decision of any matter that has policy and/or budgetary implications'.

254. TREASURY MANAGEMENT

The Town Clerk submitted a report, C/19/1415, copy on report file, regarding the investment of funds for a period of 12 months.

RESOLVED:

- i) That £100,000 be invested in the Nationwide One Year E-Bond for a fixed term of one year; and
- ii) That the terms of reference of the Risk Management Committee be updated to include the following:  
To authorise short-term investments on behalf of the Council subject to the investment of funds being in accordance with the Council's Investment Strategy and reported to Council.

255. ITEMS OF REPORT AND INFORMATION EXCHANGE

Councillor Mrs A E J Whybrow reported that David Blackburn, Town Clerk had recently been awarded a Masters Degree in Business Administration (MBA) gaining a Distinction. Members rose to their feet, and gave the Town Clerk a standing ovation.

Councillor B J Salmon reported that he had recently attended the Community Infrastructure Levy Workshop organised by Mid Suffolk District Council and had found the workshop interesting and informative.

The meeting ended at 8.23pm.

CHAIRMAN