

Press and public are invited to attend this meeting. If you wish to attend, email [towncouncilmail@burystedmunds-tc.gov.uk](mailto:towncouncilmail@burystedmunds-tc.gov.uk). Persons attending, whether to participate or observe, are advised that they may be filmed, recorded or otherwise reported about. Persons attending are requested to avoid filming, recording or otherwise reporting about vulnerable adults and children without the consent of the relevant responsible adult.

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**Bury St Edmunds Town Council**

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20 June 2024

**To all Members of the Town Council**

You are summoned to attend the meeting of **Bury St Edmunds Town Council**, to be held at the Guildhall, (**enter via the entrance at 79 Whiting Street**), Bury St Edmunds, IP33 1NX on **Wednesday 26 June 2023** at 7:00 pm.

*Jodie Budd*

Jodie Budd  
Town Clerk

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**Agenda**

1. To receive apologies for absence and reasons
2. To receive Declarations of Interest and Additions to Registers
3. *Members are to declare any pecuniary or local non-pecuniary interest which they have in any item on the agenda, no later than when the item is reached and, if appropriate, to leave the meeting before discussion and voting on the item [NB: Applications for a dispensation must be submitted in writing to the Clerk not later than 4pm the day before the meeting.] [District declaration]*
4. To consider written applications by a Member for a dispensation relieving the member from restrictions in section 31(4) of the Localism Act 2011, in cases described in the dispensation and specify the period for which any dispensation granted has effect
5. To confirm, adopt and sign the Minutes of the 29 May 2024 meeting of the Town Council [attached]
6. Mayor's announcements [to be given verbally]
7. Public Forum – Questions from members of the Public for a maximum of 3 minutes duration, including any West Suffolk or Suffolk County Councillors wishing to speak.
8. To note the Clerk's verbal report
9. To note the PCSOs' verbal report.

10. To note the Responsible Financial Officer's outline financial report and Cash & Investment Reconciliation [attached]
11. To receive and approve the Annual Internal Audit report [attached]
12. To approve and sign the Annual Governance Statement 2023/2024 [attached]
13. To consider, approve and sign the Accounting Statements for 2023/2024 [attached]
14. To note the dates for the period for the Exercise of Public Rights [attached]
15. To discuss and amend the draft version of the Business Plan [attached]
16. To consider allowing members of the Planning, Licensing and Finance Committee to nominate a 'substitute' councillor to attend the meeting in their absence.
17. To appoint three members to serve on the Staffing Appeals Panel.
18. To appoint two members to act as judges for the Community Awards.
19. To consider grant application –
  - 19.1 The Guildhall for the purchase of a lawn mower and new notice boards [attached]
  - 19.2 Bury St Edmunds Literature Festival [attached]
20. To consider purchasing new Speed Indicator Devices (SID's) [attached]
21. To adopt the Internet Banking policy [attached]
22. To agree a change of date to the Planning, Licensing & Finance & Full Council meetings for
  - 22.1 25 September to 18 September
  - 22.2 11 December to 18 December.
23. To receive the report and adopt the recommendations of the Planning Licensing and Finance Committee meetings:
  - 23.1 29 May 2024 [circulated]
  - 23.2 12 June 2024 [circulated]
24. To approve the payments list for May 2024 [attached]
25. To approve and sign Barclays Bank Balance as of 31<sup>st</sup> May 2024 [attached]

#### **PRIVATE AND CONFIDENTIAL**

26. To discuss ongoing issues at Cotton Lane Allotment Site. [Report to follow]
27. Date of next meeting: **Wednesday 24 July 2024**