

MINUTES OF THE ESTABLISHMENT AND POLICY COMMITTEE MEETING HELD ON

THURSDAY 18th NOVEMBER 2021 AT 7.00pm

MAIN HALL, JUBILEE CENTRE, RECREATION WAY, MILDENHALL, IP28 7HG

Present:

Cllr. Sulman (Chair)
Cllr. Alecock (Vice-Chair)
Cllr. Busuttil
Cllr. Leaman
Cllr. Neal
Cllr. Shipp

In attendance: Mr M Knight (Town Manager).

1. APOLOGIES AND ACCEPTANCE FOR ABSENCE

Apologies were received and accepted from Cllr. Littlechild. No apologies were received from Cllr. Peachey

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

Cllr. Alecock – West Suffolk District Council.
Cllr. Neal – West Suffolk District Council.
Cllr. Shipp – West Suffolk District Council.

3. TO RECEIVE APPROVAL OF MINUTES OF THE MEETING HELD ON 16th SEPTEMBER 2021 FROM THOSE MEMBERS PRESENT AT THE MEETING

Signed:

Date:

It was **RESOLVED** to adopt the minutes with the agreed grammatical changes. Proposed by Cllr. Shipp and seconded by Cllr. Busuttil. All in favour.

4. PUBLIC PARTICIPATION

No members of the public were in attendance.

5. GENERAL MATTERS

5.1 Update from the Town Manager regarding Action Sheet

The document was presented and **NOTED**. It was hoped that a contractor could be sourced to complete the DDA compliance work on the Kingsway Closed Cemetery.

5.2 To consider and recommend to the Full Council the feasibility of producing a Neighbourhood Plan

The paper detailing the pros and cons was discussed and it was agreed that in principle the idea of a Neighbourhood Plan would be beneficial to the town, but that problems could be expected when attempting to engage with stakeholders in the town.

The larger West Suffolk Local Plan was also considered as a threat as it developed, but it was thought that it was important that Mildenhall also be allowed its unique voice when considering the nature of development within its boundaries.

The substantial development of 1,300 homes in West Mildenhall was also considered and how the town might benefit from any Section 106 or Community Infrastructure Levy funds, although the District Councillors present also spoke on a coming potential change to this system.

It was then **RESOLVED** to **RECOMMEND** to the Full Town Council that they begin work to produce a Neighbourhood Plan in January 2022. Timeline to be initially agreed by the Establishment and Policy Committee. Proposed by Cllr. Shipp, seconded by Cllr. Leaman, all in favour.

5.3 Update on Legal Representation

The comparison paper was discussed and it was **RESOLVED** to appoint the Town Manager to pursue a one-off set price for all works pertaining to land ownership, transfer and lease agreements which the Town Council would be responsible for maintaining and managing. This to include the two 99-year allotment leases currently yet to be received from Suffolk County Council. The company to be used to be Birketts Ltd to take

advantage of their local government team and associated knowledge. Proposed by Cllr. Shipp, seconded by Cllr. Leaman, all in favour.

This price to be approved by the Full own Council when received.

5.4 To discuss and recommend to the Full Town Council the Emergency Plan

The Town Manager presented an explained the template Emergency Plan which had been suggested by West Suffolk Council. It was AGREED to authorise the Town Manager to work with officers at West Suffolk Council to populate the template and to present to the Full Council for adoption when ready. Proposed by Cllr. Sulman, seconded by Cllr. Busuttil, all in favour.

6. FINANCE MATTERS

6.1 TO DISCUSS AND RECOMMEND TO THE ESTABLISHMENT AND POLICY COMMITTEE THE PROPOSED 2022/3 BUDGET FOR THIS COMMITTEE

The document was presented by the Town Manager and it was **AGREED** to **RECOMMEND** the budget to the Establishment and Policy Committee with the following changes:

3000/2 reduced from £3,000 to £1,500.

3000/6 reduced from £6,200 to £5,200.

3000/7 reduced from £500 to £250.

This represented a budget for this committee of **£40,650**.

Proposed by Cllr. Busuttil, seconded by Cllr. Alecock, all in favour.

6.2 TO DISCUSS AND RECOMMEND THE DRAFT BUDGET 2022/3 TO THE FULL TOWN COUNCIL

The document was presented by the Town Manager and it was **AGREED** to **RECOMMEND** the budget to the Full Town Council with the following changes:

2080/1 reduced from £6,500 to £6,000.

2810/1 reduced from £7,000 to £6,000.

230/1 increased from £15,000 to £16,500.

This represented a budget for the Full Town Council of **£294,003**.

Proposed by Cllr. Sulman, seconded by Cllr. Shipp, all in favour.

7. EXCHANGE OF INFORMATION

None.

8. TO SET THE DATE AND TIME OF THE NEXT MEETING

This next meeting was confirmed as being on Thursday 17th February 2022 at 7pm in the Fenland Room of The Pavilion.

The meeting then closed at 8.20pm.