



MINUTES OF THE MEETING OF MILDENHALL HIGH TOWN COUNCIL

REMOTELY VIA ZOOM

Thursday 25th March 2021 – 7pm

Present:

Cllr. Alecock	Cllr. Neal
Cllr. Bloodworth	Cllr. Peachey
Cllr. Bowman	Cllr. Roman
Cllr. Bristow	Cllr. Shipp (Deputy Mayor)
Cllr. Busuttil (Mayor)	Cllr. Sulman
Cllr. Leaman	Cllr. Sykes
Cllr. Littlechild	

Also in attendance: Mr. M Knight (Town Manager).

148. APOLOGIES AND ACCEPTANCE FOR ABSENCE

Apologies were accepted from Cllr. Martin.

149. DECLARATIONS OF INTEREST AND DISPENSATIONS

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

150. TO RECEIVE APPROVAL OF MINUTES OF THE FULL TOWN COUNCIL MEETINGS HELD ON 25th FEBRUARY 2021 FROM THOSE MEMBERS PRESENT AT THE MEETING

Cllr. Busuttil presented the minutes and there were no questions.

It was **RESOLVED** to adopt the minutes from the 25th February 2021 as presented.
Proposed by Cllr. Bowman and seconded by Cllr. Shipp. All in favour.

151. PUBLIC PARTICIPATION

None.

152. REPORT FROM RAF MILDENHALL BASE

Sq. Leader Al Balmer was not in attendance. However an email had been received that

afternoon which gave an update which will be circulated to all Members.

153a. REPORT FROM THE MAYOR

Cllr. Busuttill reported that she had attended 8 virtual meetings on behalf of the Town Council in the past month. This included representing the Council on International Women's Day in an event run by USAF Lakenheath and the Girl Guides, where she fielded questions on the tiers of Local Government and the role of the Mayor.

153b. REPORT FROM THE DEPUTY MAYOR

Cllr. Shipp reported on the recent meeting addressing the Sunnica Energy Farm development. Material considerations were discussed in putting together a response to the planning application which expected in June. This was being supported by West and East Suffolk Council and surrounding towns and parishes. The application will be examined to determine it's adequacy as well as the consultation process.

154. REPORT FROM COUNTY COUNCILLOR

County Cllr. L Busuttill was not in attendance in accordance with Purdah concerning the upcoming County Council elections.

155. REPORT FROM DESIGNATED DISTRICT COUNCILLOR

Cllr. Ship gave a verbal report regarding the opening of the Mildenhall Hub. A phased opening was planned from the 24th May 2021 with individual services moving as and when they can. The Mildenhall Academy was also hoping to move in mid-June. Cllr. Alecock also added that pupils would be home schooled for two weeks while the move takes place.

The old College Heath site was currently being used as an alternate Vaccination Centre which was working very effectively. The offices will be moving when practical and possible. Civic regalia and historical artifacts have been catalogued and indexed and local museums have been contacted for involvement.

Cllr. Busuttill was interested in the impact the Mildenhall Academy would have on local traffic flows after the move and that the landscaping at the entrance was interesting.

Cllr. Peachey voiced his concerns that the junction at the entrance was too tight for buses to effectively make the turn. Cllr. Sykes also agreed and stated that the path had already been mounted.

Cllr. Shipp agreed with Cllr. Peachey and assured those Members present that Highways Engineers had been contacted to address concerns and to see if existing plans were adequate.

156. REPORT FROM POLICE

Cllr. Busuttill reported that the normal monthly meeting did not go ahead and there was therefore nothing to report. All Councillors were encouraged to submit questions for the

police through the Town Manager as normal.

157. FINANCIAL MATTERS 2020/21

157.1 To receive and note the bank reconciliation up to 28th February 2021

It was **RESOLVED** to accept the figures as presented. Proposed by Cllr. Roman, seconded by Cllr. Bloodworth, all in favour.

157.2a Approval of Accounts – Payments – 1st to 28th February 2021

It was **RESOLVED** to approve the payments, proposed by Cllr. Bowman, seconded by Cllr. Busuttil, all in favour.

157.2b Approval of Accounts – Receipts – 1st to 28th February 2021

It was **RESOLVED** to approve the receipts, proposed by Cllr. Bowman, seconded by Cllr. Sykes, all in favour.

157.3 To receive the list of current debtors to the Town Council

The document was received and **NOTED** with no current debtors to the Town Council.

158. GENERAL MATTERS

158.1 Update from Town Manager regarding Action Sheet

The document was presented and **NOTED**. Questions were asked about the progress of the Cemetery Extension Project which had been delayed by a holding objection from Suffolk County Highways, but that contractors were standing by to address these once Suffolk County Highways supplied essential documents in this regard.

Cllr. Peachey was also concerned about the delay in this project and it was agreed that the Town Manager would fully update him after the meeting.

Cllr. Alecock also asked about the War Memorial cleaning and remedial works and it was stated that quotes had been received and a clean had been approved. The remedial works quote would be at the April Full Council meeting for approval.

158.2 To receive the quarterly LCRS Risk Management Report

The Town Manager introduced this document and reported that all risks were now controlled, but that the report would continue to be presented once a quarter and any changes would be reported in detail.

The report was then **NOTED**.

159. PLANNING COMMITTEE

159.1 To note the minutes of the meetings held on the 9th February 2021

It was then **RESOLVED** to note the minutes of the meeting. Proposed by Cllr. Leaman, seconded by Cllr. Sykes, all in favour.

160. ESTABLISHMENT AND POLICY COMMITTEE

160.1 To receive the minutes from the meeting of this group from the 18th March 2021

It was then **RESOLVED** to note the minutes of the meeting. Proposed by Cllr. Bowman, seconded by Cllr. Sulman, all in favour.

160.2 To consider and approve the Financial Risk Assessments and Statement of Internal Controls.

The paper was discussed and it was **AGREED** to **ADOPT** the policy with the agreed addition for pension and sickness cover. Proposed by Cllr. Bowman, seconded by Cllr. Bristow, all in favour.

160.3 To consider and approve the Earmarked Reserves and Policy

The paper was discussed and it was **AGREED** to **ADOPT** the policy with the agreed change from 3 to 9 months contingency reserves and the removal of reference to CIL. Proposed by Cllr. Sykes, seconded by Cllr. Bristow, all in favour.

160.4 To consider and approve the Investment Strategy Policy

The paper was discussed and it was **AGREED** to **ADOPT** the policy with no changes. Proposed by Cllr. Bowman, seconded by Cllr. Sulman, all in favour.

160.5 To consider and approve the Council's Angling Rules

The paper was discussed and it was **AGREED** to **ADOPT** the rules as presented. Proposed by Cllr. Sulman, seconded by Cllr. Alecock, all in favour.

161. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.

This was so resolved.

164. EXCHANGE OF INFORMATION

The Town Manager reported on the recent extension to the Coronavirus Act until September and the implications of this.

Cllr. Alecock also reported on the recent and ongoing Keep Britain Tidy campaign which was very successful in the town with many residents taking part.

165. Date of Next Full Council Meeting

This next meeting of the Full Council will be on 29th April 2021 at 7pm, location depending on government guidelines.

162. FACILITIES REVIEW WORKING GROUP

162.1 To receive the notes from the meeting of the 4th March 2021

It was **AGREED** to accept the notes as presented with no changes. Proposed by Cllr. Shipp, seconded by Cllr. Busuttil. All in favour.

162.2 To receive an update and recommendation regarding a land management opportunity

It was **AGREED** to invite a Member of West Suffolk Council to address this group about this opportunity. All in favour. All Members were also invited to attend.

162. PERSONNEL COMMITTEE

162.1 To receive the notes from the meeting of the 16th March 2021

It was **AGREED** to accept the notes as presented with no changes. Proposed by Cllr. Sulman, seconded by Cllr. Bowman. All in favour.

Cllr. Busuttil also reported on a recent resignation by a member of staff.

162.2 To consider and ratify the recommendations regarding staffing

The recently completed appraisal process was discussed and all the recommendations from the Town Manager, which had also been recommended by the Personnel Committee were **APPROVED**. All in favour.

The Town Manager then left the meeting at 7.53pm.

162.3 To consider and ratify the recommendations regarding the Town Manager

The recently completed appraisal process for the Town Manager was discussed and

all the recommendations from the Personnel Committee were **APPROVED**. All in favour.

The meeting then closed at 8.03pm.

