



**MINUTES OF THE MEETING OF MILDENHALL HIGH TOWN COUNCIL**  
**FENLAND ROOM, THE PAVILION, RECREATION WAY, MILDENHALL**

**Thursday 27<sup>th</sup> October 2022 – 7pm**

Present:

Cllr. Alecock	Cllr. Littlechild
Cllr. Bristow	Cllr. Neal
Cllr. Busuttil	Cllr. Peachey
Cllr. Leaman (Deputy Mayor)	Cllr. Shipp (Mayor)
Cllr. Lemiesz	

Also in attendance was the Town Manager and two (2) members of the public.

**101. APOLOGIES AND ACCEPTANCE FOR ABSENCE**

Apologies were accepted from Cllrs. Bloodworth, Chipping, Foord, Roman and Sulman.

Apologies were not received from Cllr. Sykes.

**102. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr. Alecock: West Suffolk District Council

Cllr. Shipp: West Suffolk District Council.

Cllr. Neal: West Suffolk District Council.

It was also **RESOLVED** to grant Cllr. Roman a six-month dispensation to not attend Council meetings due to an illness. The Town Manager to communicate this to Cllr. Roman, all in favour.

**103. TO RECEIVE APPROVAL OF MINUTES OF THE FULL TOWN COUNCIL MEETINGS HELD ON 29<sup>th</sup> SEPTEMBER 2022 FROM THOSE MEMBERS PRESENT AT THE MEETING**

Signed:.....

Dated:.....

It was **RESOLVED** to adopt the minutes from the meeting on the 29<sup>th</sup> September 2022 with some grammatical changes. Proposed by Cllr. Alecock and seconded by Cllr. Peachey. All in favour.

**104. PUBLIC PARTICIPATION**

One member of the public spoke about the need for more parking in the town and proposed a car park near the edge of the town. It was confirmed that this land was owned by the Riverside Hotel and so the idea should be directed there.

One member of the public then left the meeting at 7.09pm.

A representative from British Telecom spoke about the roll out of the infrastructure of Digital Voice in Mildenhall which is part of a national trial which would eventually extent to all UK landlines and the replacement of all copper phone lines by 2025.

It was reported that almost 400 people in Mildenhall still needed to be contacted and so an awareness campaign was underway involving roadshows and walk in centres where people can find out more about what is involved. It was **AGREED** that the Town Council would assist with this by giving the use of the car park and advertising the campaign on the website and social media.

Questions were asked about those with no existing broadband or who needed the phone system to stay on even in a power outage, it was reported that those without broadband would be given it free of charge, whilst those who needed power for the digital service for health reasons would be given the Ofcom mandated one hour of power for all handsets to ensure that they stay connected.

It was also reported that the Mildenhall Exchange would not be needed in the long-term future.

One member of the public then left the meeting at 7.22pm.

**105a. REPORT FROM THE MAYOR**

Cllr. Shipp reported he had recently attended the Police Crime Commissioner public meeting on the 24<sup>th</sup> October where issues such as speeding and anti-social behaviour were discussed as well as several other issues, the atmosphere was very positive.

**105b. REPORT FROM THE DEPUTY MAYOR**

Cllr. Leaman had nothing to report.

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Dated:.....

**106. REPORT FROM COUNTY COUNCILLOR**

County Cllr. L. Stanbury was not in attendance.

**107. REPORT FROM DESIGNATED DISTRICT COUNCILLOR**

Cllr. Neal reported that St. John's Playground had just been opened and was being well used with work beginning on the basketball court soon.

Also 9,000 daffodil bulbs had been planted in the past month as well as work conducted on the Trevor Haggard Memorial Garden.

A site visit had also taken place at Half Moon Park with a view to suggesting improvements.

A new Community Police Officer had also recently started and was working their way around the area engaging with local groups and organisations.

A meeting had also recently been held regarding streetlight responsibilities in the area with proposals soon going to Cabinet.

The Mildenhall Hub had also recently won a RICS award and improvements such as more disabled and covered spaces in the car park were planned as well as improvements to signage in the town itself. The entrance to the site itself would be up for review in the new year.

Cllr. Shipp also added that a use had not been found for the old swimming pool site, and that the Town Council should be mindful of this issue arising again in the very near future.

**108. REPORT FROM POLICE**

The Town Manager reported that a meeting with Inspector Lyon had not taken place due to availability. But that any questions should still be forwarded in the normal manner.

**109. REPORT FROM RAF MILDENHALL BASE**

Sq. Leader Balmer was not in attendance.

**110. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES**

None.

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Dated:.....

**111. FINANCIAL MATTERS 2022/23**

**111.1 To receive and note the bank reconciliation up to 30<sup>th</sup> September 2022.**

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

**111.2a Approval of Accounts – Payments – 1<sup>st</sup> to 30<sup>th</sup> September 2022**

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

**111.2b Approval of Accounts – Receipts – 1<sup>st</sup> to 30<sup>th</sup> September 2022**

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

**111.3 To receive the list of current debtors to the Town Council.**

It was **NOTED** that there were no current debtors to the Town Council.

**111.4 To receive the second quarter figures for the 2022/3 financial year (1<sup>st</sup> July to 30<sup>th</sup> September 2022)**

The second quarter performance against budget figures were **NOTED** and **ACCEPTED**. There was also a brief report on the ongoing budget setting process for 2023/4.

**111.5 To approve the virements proposed by the Finance Strategy Working Group**

The document was considered and the following virements were **APPROVED**.

£502.66 from line 2810/1 (Repairs and Maintenance) to line 2810/2 (Insurance).

£300.00 from line 2810/1 (Repairs and Maintenance) to line 2810/9 (Trade Refuse).

£1,729.00 from the Highways Reserve to line 3000/2 (Professional Fees).

£2,000 from line 3000/19 (Car Park Business Rates) to line 3000/11 (Health & Safety).

£880.58 from line 3000/19 (Car Park Business Rates) to line 3000/11 (Miscellaneous

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Items).

£10,729.08 from General Funds to line 3080 (Lark in the Park).

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

**111.6 To consider a grant application from Abbeycroft Leisure**

It was **RESOLVED** to **APPROVE** a grant of £500 to Abbeycroft Leisure to part-fund the Mildenhall Park Run. Proposed by Cllr. Busuttil, seconded by Cllr. Bristow, all in favour.

**111.7 To consider a request for a contribution from the Sunnica Alliance**

The request was considered, but it was thought that more information was needed to make a decision. It was **AGREED** that detailed were need to find out why the project was overbudget, whether or not this was a full and final request and a breakdown of what all other stakeholders were agreeing to pay.

Proposed by Cllr. Shipp, seconded by Cllr. Leaman, 8 in favour with Cllr. Neal abstaining.

**112. GENERAL MATTERS**

**112.1 Update from Town Manager regarding Action Sheet**

The document was presented and **NOTED**.

**112.2 To consider a proposal regarding streetlight replacements**

The recently circulated paper was discussed and it was **AGREED** that the issue was not suitable for an agenda item as it had recently become much more complex due to the audit being conducted by Suffolk County Council and the ongoing cost of living and energy crisis. It was **AGREED** to set up a task and finish group to deal with the problem in depth, proposed by Cllr. Shipp, seconded by Cllr, Neal, all in favour.

It was further **AGREED** that Cllrs. Leaman, Lemiesz, Neal and Shipp would serve on the group with the Town Manager. The Town Manager to contact Suffolk County Council officers to attend a first meeting as soon as possible.

**112.3 To co-opt Members onto committees**

Cllr. Lemiesz expressed an interest in joining the Communications and Events

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committee, she was then co-opted onto the committee, all in favour.

It was **NOTED** that there was still one vacant seat on each of the Personnel, Establishment and Policy and Amenities and Operations committees.

#### **112.4 To agree locations and options for street furniture**

The report was presented and it was **AGREED** that more work needed to be done to ascertain the exact suitable locations for the Town Gateways, it was also thought that a different style of gateway would be more suitable.

It was proposed that Cllr. Bristow work with the Town Manager to source exact locations and pricing options for the two Village Gateways (to include the recent twinning information) as well as a moulded town sign for the road in from five ways roundabout. Proposed by Cllr. Alecock, seconded by Cllr. Peachey, all in favour.

It was also requested that potential locations for the SAM cameras were also ascertained in this piece of work as well.

#### **112.5 To appoint a representative from the Town Council to attend future West Mildenhall Development meetings**

Cllr. Leaman was proposed from the Chair as being the representative taking into account his roles as Deputy Mayor and Chair of the Planning Committee, seconded by Cllr. Busuttil, all in favour.

#### **112.6 To consider an application to the Winter Response Fund**

It was **AGREED** to make an application for energy costs under this scheme and to make The Pavilion immediately available for this purpose, proposed by Cllr. Busuttil, seconded by Cllr. Alecock, all in favour.

### **113. PLANNING COMMITTEE**

#### **113.1 To receive the minutes from the meeting of this committee from the 11<sup>th</sup> October 2022**

It was **RESOLVED** to **RECEIVE** the minutes with no alterations. Proposed by Cllr. Leaman, seconded by Cllr. Shipp, all in favour.

### **114. PERSONNEL COMMITTEE**

#### **114.1 To receive the minutes from the meeting of this committee from the 13<sup>th</sup>**

**October 2022**

It was **RESOLVED** to accept the minutes with the appropriate alterations, proposed by Cllr. Shipp, seconded by Cllr. Leaman, all in favour.

**115. MERRY MILDENHALL WORKING GROUP**

**115.1 To receive a verbal update from Cllr. Leaman**

Cllr. Leaman reported that a second attraction had been sourced and that the banners had now been received and would soon be going up around the town. 24 stall applications had been received and the final decisions on who would be attending would soon be made.

Cllr. Neal asked about the budget for the event and how this was in line with the lark in the Park event which came in a similar level of financial commitment. It was **AGREED** that both events were well attended and appreciated in the town and should remain.

**116. FINANCE STRATEGY WORKING GROUP**

**116.1 To receive the notes from the meeting of the 10<sup>th</sup> October 2022**

It was **RESOLVED** to accept the notes, proposed by Cllr. Busuttill, seconded by Cllr. Shipp, all in favour.

**117. COMMUNICATIONS AND EVENTS COMMITTEE**

**117.1 To receive the minutes from the meeting of this committee from the 20th October 2022**

It was **RESOLVED** to accept the minutes with the appropriate alterations, proposed by Cllr. Alecock, seconded by Cllr. Shipp, all in favour.

**118. 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**.

**121. EXCHANGE OF INFORMATION**

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Dated:.....

Questions were asked about the speed cameras on Field Road, it was thought that this matter and other locations could be considered at the next meeting of the Amenities and Operations Committee.

**122. Date of Next Full Council Meeting**

This next meeting of the Full Council will be on 24<sup>th</sup> November 2022 at 7pm, in the Fenland Room of The Pavilion.

**119. To receive approval of confidential minutes of the Full Town Council Meeting held on 29<sup>th</sup> September 2022.**

It was **RESOLVED** to adopt the confidential minutes from the 29<sup>th</sup> September 2022 as presented. Proposed by Cllr. Bristow and seconded by Cllr. Shipp. All in favour.

**120. Personnel Committee**

**120.1 To receive the confidential minutes from the meeting of the 13<sup>th</sup> October 2022**

The notes of the meetings were **ACCEPTED**, proposed by Cllr. Shipp, seconded by Cllr. Leaman, all in favour.

The meeting then closed at 8.48pm.

Signed:.....

Dated:.....