



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

**Thursday 24<sup>th</sup> October 2024 – 7pm**

Present:

Cllr. Boreham	Cllr. Lemiesz
Cllr. Bristow (Deputy Mayor)	Cllr. Manns
Cllr. Harrington	Cllr. Power
Cllr. Isted	Cllr. Roberts
Cllr. Leaman (Mayor)	Cllr. Shipp

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

The meeting started with a minute silence to honour the sad passing of Mrs. Maureen Kowalick, who served as a Councillor on the Parish Council as was from 1998-9. A suitable memorial would be considered by the Amenities and Operations Committee.

**109. APOLOGIES AND ACCEPTANCE FOR ABSENCE**

Apologies were accepted from Cllrs. Johnson, Neal and Peachey.

**110. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr. Shipp – West Suffolk District Council.

Cllrs. Lemiesz and Shipp declared a non-pecuniary interest in all items pertaining to the allotments.

Cllr. Bloodworth was also granted a dispensation not to attend for personal reasons for three months. This runs until 24<sup>th</sup> January 2025. Proposed by Cllr. Leaman, seconded by Cllr. Bristow, all in favour.

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**111. TO RECEIVE APPROVAL OF MINUTES OF THE FULL TOWN COUNCIL MEETING HELD ON 26<sup>th</sup> SEPTEMBER 2024 FROM THOSE MEMBERS PRESENT AT THE MEETING**

It was **RESOLVED** to adopt the minutes from the meeting on the 26<sup>th</sup> September 2024 with no changes. Proposed by Cllr. Leaman and seconded by Cllr. Isted. All in favour.

**112. PUBLIC PARTICIPATION**

One member of the public spoke about several incidents of crime such as vandalism and suspected arson at the Lark Road allotment plots. It was requested that the Council consider CCTV Trail Cameras as a deterrent and investigate the possibility of anti-climb paint. It was **NOTED** that the matter came up later in the agenda and so would be discussed under item 119.

One member of the public then left at 7.17pm.

**113a. REPORT FROM THE MAYOR**

Cllr. Leaman reported that he had the honour of meeting the Red Arrows at RAF Mildenhall on the 5<sup>th</sup> October 2024, this visit included a visit to the control tower and a meet and greet with a photo opportunity. This was part of the ongoing 90<sup>th</sup> anniversary of the base celebrations.

Cllr. Leaman had also taken part in a radio interview with Col. Garlow on the 16<sup>th</sup> October.

Cllr. Leaman had also attended the Sea Cadets Awards evening on the 21<sup>st</sup> October where he presented an award on behalf of the Town Council.

Finally, it was reported that the Band Concert also celebrating the 90<sup>th</sup> anniversary of the base on the 19<sup>th</sup> October had been a big success with several attendees and music enjoyed by all.

**113b. REPORT FROM THE DEPUTY MAYOR**

Cllr. Bristow reported that she had also been in attendance at the Band Concert on the 19<sup>th</sup> October, she also asked if thanks could be given to the Flower Club for their help with decorations and arrangement for the evening.

**114. REPORT FROM COUNTY COUNCILLOR**

County Cllr. L. Stanbury was not in attendance. Cllr. Shipp stated that he was extremely disappointed with the level of attendance from C Cllr. Stanbury and he had hoped to speak with them about issues surrounding the Newmarket Tip, devolution deal and a sizeable grant for local cultural groups and activities. It was hoped that C Cllr. Stanbury would be attending

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in the near future.

**115. REPORT FROM DESIGNATED DISTRICT COUNCILLOR**

Cllr. Shipp reported that progress on the West Mildenhall Development was quiet and an update had been requested. He further reported that the inspection of the Local Plan was underway with a briefing for Town and Parish Councils taking place in the near future.

A project was also underway, with funding, concerning the old Swimming Pool site in conjunction with the Football Foundation. A consultation would take place by the 28<sup>th</sup> October 2024 and Councillors are invited to attend.

Clarification was also given on developments to the recycling process, with two weekly, as opposed to three weekly collections guaranteed. Food collection would be weekly.

Finally, it was reported that a good article had appeared in the East Anglian Daily Times about the 90<sup>th</sup> Anniversary of RAF Mildenhall.

**116. REPORT FROM POLICE**

PC Maxfield reported that there had been several high value commercial robberies in the area.

He also confirmed that patrols in the area would be increased due to the issues at the allotment sites. Tracker cameras and anti-climb paint were also advised.

It was also reported that Anti-social behaviour was down in the area, even though the evenings were now darker and crime more likely. This was also true at the St. John's area where the issues with motorbikes being driven dangerously had stopped.

An inspection had also taken place at the Mildenhall Precinct and several issues forwarded to the appropriate people and organisations.

Cllr. Shipp asked if the Council's assets would be vulnerable to potential robberies, PC Maxfield advised that all suitable steps should be taken to protect the Council's assets.

PC Maxfield then left the meeting at 7.49pm.

**117. REPORT FROM RAF MILDENHALL BASE**

Sq. Leader Bell was not in attendance, and no report had been received.

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**118. REPORTS FROM OUTSIDE BODIES**

No reports were given.

**119. REPORT FROM TOWN MANAGER**

The report was **NOTED**. Cllr. Shipp asked about the progress on the Jubilee Centre roof work, it was reported that an extra sum may be necessary for the work to be completed due to the condition of the existing roof and works carried out either during the refurbishment in 2015 or before. It was **AGREED** to share a report from the contractors with Cllrs. Manns and Isted so the information can be used to shape a way forward.

It was also **CONFIRMED** that no nominations had been received by West Suffolk Council for the vacant seat following Cllr. Chipping's resignation and so the Council could move to co-opt from the November meeting.

**120. FINANCIAL MATTERS**

**120.1 To receive and note the bank reconciliation up to 30<sup>th</sup> September 2024**

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

**120.2a Approval of Accounts – Payments – 1<sup>st</sup> to 30<sup>th</sup> September 2024**

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

**120.2b Approval of Accounts – Receipts – 1<sup>st</sup> to 30<sup>th</sup> September 2024**

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

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

The Town Manager reported that there were no current debtors to the Town Council. This was **NOTED**.

**120.4 To note the 2<sup>nd</sup> quarter budget monitoring document 1<sup>st</sup> July to 30<sup>th</sup> September 2024**

The figures were discussed and **NOTED**. The Council's liabilities for Business Rates for the Jubilee Field Car Park was also discussed and it was **AGREED** to ask the

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Town Manager to produce a report for the Establishment and Policy Committee at the earliest opportunity so options can be considered.

**120.5 To approve the recommended virements**

The following virements were **APPROVED**, proposed by Cllr. Isted, seconded by Cllr. Roberts, all in favour:

**120.6 To consider a grant application from Mess Around West Suffolk**

The grant was considered, but the application was **DENIED** as it did not fit the criteria set by the Council. Proposed by Cllr. Power, seconded by Cllr. Lemiesz, all in favour.

**121. GENERAL MATTERS**

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

The document was **NOTED**.

It was also **AGREED** to purchase some anti-climb paint and investigate tracker cameras for the Allotment sites, proposed by Cllr. Shipp, seconded by Cllr. Power, all in favour.

It was also reported that the benches at the Thetford Road Cemetery were not secured to the ground. The Town Manager was asked to speak to the Head Groundskeeper about this.

**121.2 Verbal update on Merry Mildenhall**

Cllr. Leaman reported that preparations for the event were going well and a meeting would be held early in November with the Office Team to clarify the running order and stall holders. The LED Drummers had also been booked using the money which had been rolled over from the cancelled Lark in the Park event. The Bunbury Players will also be performing at the event.

**121.3 To receive a report on play area governance**

The paper was discussed and the position of the Charity Commission not to dissolve the Trust and allow the Town Council to manage the area directly was accepted.

The following course of action was **AGREED**:

- To set up appropriate banking arrangements.

- To seek clarification on the Trustees roles and responsibilities.
- To seek funding to make the area financially viable and sustainable.
- To clarify health and safety responsibilities.
- To draw up appropriate governance documents to make this responsibility future-proof.
- To ensure that the annual return was submitted appropriately.

It was also made clear that all Councillors were also Trustees of the Recreation Way Play Area by default and any staff needed to maintain the area also need to be formally employed as such.

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

#### **121.4 To consider an approach from the Scout Association**

The report was considered regarding the request to restart the lease transfer process agreed by the Parish Council as was in 2015. In effect honouring their previous resolution to transfer the lease to the Scout Association and to cover 50% of these costs.

It was **AGREED** to continue with the process as previously agreed and for the final documents to be put to the Full Town Council for signature at the appropriate time. Proposed by Cllr. Leaman, seconded by Cllr. Isted, all in favour.

#### **121.5 To consider a response to the West Suffolk Council consultation on proposed changes to the Local Council Tax Reduction Scheme**

The report was consider and it was **RESOLVED** to support the scheme, proposed by Cllr. Leaman, seconded by Cllr. Bristow, all in favour.

### **122. PLANNING COMMITTEE**

#### **122.1 To receive the minutes from the meetings of this committee from the 8<sup>th</sup> October 2024**

It was **RESOLVED** to adopt the minutes from the meeting on the 8<sup>th</sup> October 2024 with no changes. Proposed by Cllr. Power and seconded by Cllr. Lemiesz.

### **123. FINANCE STRATEGY WORKING GROUP**

#### **123.1 To receive the notes from the meeting of this committee from the 17<sup>th</sup> October 2024**

It was **RESOLVED** to adopt the notes from the meeting on the 17<sup>th</sup> October 2024 with the agreed changes. Proposed by Cllr. Leaman and seconded by Cllr. Isted. All in favour.

- 124. 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 with after the item that confirms details of the next meeting.**

This was so **RESOLVED**, all in favour.

**127. EXCHANGE OF INFORMATION**

Cllr. Leaman reported that the streetlighting in areas maintained by Flagship Housing was inadequate and it was asked that this matter be investigated.

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

This next meeting of the Full Council will be on 28<sup>th</sup> November 2024 at 7pm, in the Fenland Room of The Pavilion.

**125. To receive the confidential minutes from the Full Town Council meeting of the 26<sup>th</sup> September 2024**

It was **RESOLVED** to adopt the confidential minutes from the Full Town Council meeting of the 26<sup>th</sup> September 2024.

Proposed by Cllr. Bristow and seconded by Cllr. Manns. All in favour.

**126. To discuss proposals regarding staffing**

The proposed recommendations were **AGREED**, proposed by Cllr. Leaman, seconded by Cllr. Shipp, all in favour.

The meeting then closed at 8.59pm.

Signed:.....

Dated:.....

