



Hadleigh Town Council

The Guildhall
Market Place
Hadleigh
Suffolk
IP7 5DN
(01473) 823884

FULL COUNCIL MEETING

Cllrs Minns (Chair), Bayliss, Beggerow, Gordon, Gregg,
Hinton, Knock, McLeod, Schleip, Talbot

Councilors are summoned and members of the public and press are warmly invited to attend a meeting of Hadleigh Town Council on **Thursday 21st January 2021 at 7.00pm** via videoconferencing.

Members of the public and press who wish to “attend” the meeting may follow this link:

<https://zoom.us/j/94953276633>

or telephone 0203 481 5240

The normal rules about conduct and participation in a Council meeting still apply.

The Council, members of the public and press may record/film or broadcast this meeting, when the press and public are not lawfully excluded. Any member of the public who attends this meeting is advised that the Town Council cannot control 3rd party recording.

AGENDA

1: Opening	a) Welcome and opening remarks from the Chair b) Apologies for absence c) Members' declarations of pecuniary and non-pecuniary interest d) Consideration of requests for dispensations.
2: Minutes	To approve minutes of the Meetings held on Thursday 17 th December 2020.
3: Reports	To note reports from Suffolk County Council & Babergh District Council Ward Councilors
4: Public Forum	15-minute session. Maximum 3 minutes per person. If members of the public wish to speak they are advised to inform the Town Council Manager in advance to ensure that they are given the opportunity within the teleconference platform.
5: Finance (TCM)	a) To approve the attached schedule of payments over £500, whilst noting that the Town Council Manager will approve any payments under £500, in accordance with Financial Regulations.



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	<p>b) To approve the budget for 21/22 c) To approve the precept for 21/22</p>
6: Councillor Statements (Cllrs Gregg and Knock)	<p>To note Councillors Gregg and Knock's statements concerning two similar code of conduct complaints raised against Councillors Gregg and Knock, raised in October 2019, the investigation into the last of which concluded in October 2020.</p>
7: War Memorial	<p>The Royal British Legion is seeking grant funding in order to pave the War Memorial Garden to improve its appearance and to make the surface properly useable by the elderly and wheelchair users. To do this they need HTC's consent, confirmation of its ownership of the land and a readiness to enter into a partnership with RBL to bring the project about. The Council therefore resolves to support the initiative by letter giving the necessary undertakings to permit the grant applications to go ahead.</p>
8: Hadleigh Grand Feoffment Charity	<p>To accept nominations for and to elect a nominative Trustee for the Hadleigh Grand Feoffment Charity from 20th December 2020.</p> <p>To note that a further Trustee will be required in March 2021.</p>
9: Grant Application	<p>To approve a grant application: a) To provide a grant to Hadleigh In Bloom for £3,500 for High Street Hanging Baskets</p>
10: Christmas Trees	<p>To note the expenditure and income for the erection of the High Street and Market Place Christmas Trees.</p>
11: Hadleigh United Football Club Telecommunications mast	<p>To note that further to Shared Access's discussions regarding a telecommunications proposal for Three at Hadleigh United Football Club they have decided not to progress joining the site at the current time.</p>
12: Armed Forces Covenant	<p>To approve that Hadleigh Town Council will sign up to the Armed Forces Covenant. There is no cost involved, it is about pledging to help and promote service personnel, their families and veterans in our town.</p>
13: Speed Awareness Signage	<p>To review and approve the recommendations for purchase and placement of Speed Indicator Devices in Hadleigh. To delegate authority to the Projects Officer via the Town Council Manager to progress the project and authorise agreements and</p>



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	expenditure.
14: Chamber of Commerce	To agree to join the newly reformed Chamber of Commerce at an annual cost of £20, to help promote the services the Town Council provide within the community and help form a greater relationship with the businesses within the town through this medium
15: Layham Road Sports Ground	<ul style="list-style-type: none">a) To agree the Scope document for the New Pavilion.b) To agree to a budget spend of £5000 for professional fees for input to produce artist impressions/high level pre-app level design options together with some budgetary cost indications.c) To agree to approach Abbeycroft Leisure to establish their interest in taking on the management of the LRSG.d) To agree to obtain a fee estimate from our Solicitors to answer our questions about the covenants on LRSG.
16: HTC Policies	To agree which Councillors will oversee the development of policies which do not yet have a sponsor.
17: Future Meetings	The next scheduled Full Council meeting will be on Thursday 18 th February 2021 at 7.00pm.
	CONFIDENTIAL SESSION: EXCLUSION OF THE PRESS AND PUBLIC
18: Exclusion of the press and public	To consider the exclusion of the press and public In pursuance of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Press and the Public shall be excluded for the next items of business on the grounds that it is likely to be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
19: Internal Town Council Matter	To consider an internal Town Council matter
20: Close of meeting	No later than 10.00pm

Prepared by
Wendy Brame
Wendy Brame
Town Clerk
15th January 2021



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Agenda Item 2 – Minutes

FULL COUNCIL MEETING

Thursday 17th December 2020 at 7.00pm

***DRAFT* Minutes**

1: Opening	<p>In attendance Councillors Bayliss, Beggerow, Gordon, Gregg, Hinton, Knock, McLeod, Minns (Chair), Schleip, Talbot. Also in attendance, the Acting Town Council Manager and 17 members of the public.</p> <p>e) The Chair welcomed everyone to the meeting and advised that the Council, members of the public and press may record/film or broadcast the meeting, when the press and public are not lawfully excluded. Any member of the public who attends the meeting is advised that the Town Council cannot control 3rd party recording.</p> <p>The Mayor expressed his thanks to Brian Loftus and all his volunteers for their support in putting up the High Street and Market Place Christmas trees, to Cowles for putting the Christmas lights on the tree in the Market Place, and to Angela Wiltshire for organising the High Street Christmas Window Dressing competition which the mayor thoroughly enjoyed.</p> <p>The Mayor advised that meeting that District Councillor Dawson had been hospitalised but was now recovering out of hospital.</p> <p>Thanks was given to the local community for their strong and positive efforts in reducing the incidence of Covid-19 in Hadleigh.</p> <p>The Mayor expressed his thanks to Councillors for their diligence in covering the November 2020 Full Council meeting agenda in a professional and organised manner and expressed his hopes that this meeting would be covered in the same manner.</p> <p>Councillor Knock expressed his apologies for his comments at the Full Council meeting where the remit of the Staffing Sub Committee was being discussed.</p>
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	<p>f) There were no apologies for absence</p> <p>g) Councillor Gordon made a declaration of pecuniary interest in the payment schedules and advised that she would not vote on this matter.</p> <p>h) There were no consideration of requests for dispensations.</p>
2: Minutes	<p>Proposed by Councillor Beggerow, seconded by Councillor Bayliss it was agreed to approve minutes of the Full Council Meeting held on Thursday 19th November 2020 with an amendment to the numbering of the minutes, and with an amendment to item 5. C. for the motion to be noted and not withdrawn from the agenda.</p>
3: Reports	<p>The report from County Councillor Fraser was noted with additional comments being made of Suffolk reaming in Tier 2, although the number of covid-19 cases is rising across the county especially in Ipswich; the traffic regulation scheme for Benton Street has been approved, and should be installed in spring 2021; there would be a lot of husbandry work around schools; and over £387,000 had been distributed by Suffolk County Council to over 250 businesses through the Governments business grants during Covid-19.</p> <p>Councillor Talbot mentioned that Councillor Fraser had expressed an interest in the cycling group, and Councillor Bayliss commented on the level of social housing in the current draft of the Local Plan.</p>
4: Public Forum	<p>A member of the public asked County Councillor Fraser why Hadleigh swimming pool which had been due to open in January 2021 was now forecast to open in spring.</p> <p>A member of the public thanked Hadleigh Town Council staff and Councillors for their work over the past year.</p> <p>Concern was expressed about a strong rumour that BDC was again considering parking charges in Hadleigh, which would have a serious effect on the High Street economy. The Mayor undertook to keep a close eye on this</p> <p>Councillor Gordon advised that she had previously spoken to Councillor Grandon on this matter who was against any such proposal if it emerged.</p> <p>A member of the public advised that Hadleigh Market Feoffment Charity needed more money given the large amounts it was requesting from Hadleigh Town Council and if it made any</p>



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	<p>disposals these could be used to repay the Town Council.</p> <p>A member of the public asked of the Town Council were part of the Armed Forces Covenant providing fairness and respect in the community for military personnel. Whilst it was felt that the Town Council may already be part of this, the Acting Town Council Manager was asked to look into the matter.</p> <p>A representative of the press asked whether a Town Councillor who made a comment about not employing ex forces personnel should resign.</p> <p>A member of the public advised that they had raised questions regarding the budget; Councillor Beggerow advised that these would be answered during the budget discussion.</p>
5: Finance	<p>d) Proposed by Councillor Schleip, seconded by Councillor Beggerow it was agreed to approve the attached schedule of payments over £500, with the removal of a payment to Alicja Barnes which should be paid by the Hadleigh market Feoffment Charity; whilst noting that the Town Council Manager will approve any payments under £500, in accordance with Financial Regulations.</p> <p>e) The Town Council considered the draft budget for 2021 / 2022. Councillor Beggerow advised the meeting that he had been asked to prepare the budget by the Acting Town Council Manager, and it was on an unpaid basis. The meeting was an opportunity for Councillors to absorb the budget, which would then be finalised at the January 2021 meeting.</p> <p>Three years historical data had been provided, with the draft budget being considered by the Council Matters Committee at their meeting in November 2020, however new information had been received regarding the cemetery income and the Babergh District Council management fee.</p> <p>It was felt there were 3 major areas of expenditure commitments:</p> <ol style="list-style-type: none">1. Babergh District Council Facility Management fee, which was signed in 2011 for 21 years. The terms of the covenant do not allow for a reduction in the fee payable unless Babergh District Council reduce the level of the fee they pay. The overall cost of the swimming pool and the management fee is more than the cemetery extension.2. Cemetery loan, of just over £30,000 each year until



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2042.

3. Contribution to the Guildhall due to Covid-19 putting the building's finances into a difficult position.

The three areas of expenditure together account for one third of the precept.

Plans needed to mitigate this expenditure include

1. Potential reduction in the Leisure Facility Management fee.
2. New Cemetery usage.
3. Increased use of the Guildhall.

A member of the public questioned the level of income from Cemetery Lodge which did not seem to be in keeping with previous year's figures. It was advised that in 2019 / 2020 there had been a duplicate payment of £3400 for a central heating boiler which had been charged to the cost centre, thus reducing the income level significantly. This duplicate payment had been repaid to the Council in the following years accounts

A member of the public questioned why the reduction in Net Cemetery Income from £10,910 in 17/18 to £6,099 in 18/19 to £1,328 in 19/20. Cllr Beggerow advised the accounts show Cemetery Income Figures have reduced from 19K in 17/18 to 15K in 18/19 and 19/20 and these figures were still being investigated for the explanation. The budget figures may be revised after investigation. Unfortunately, based on revised projections from the current Income levels and expected additional income from Green Burials, it does appear that investment payback, will take longer than the repayment period of the loan.

Major projects could reduce reserves by £460,000:

1. Development of the sports pavilion at Layham Road, where a subgroup to look at the project build has been developed.
2. 3G pitch although it is hoped that external grant funding will account for 80% of the overall cost.
3. Grant funding to Hadleigh Market Feoffment Charity will require around £59,000 from the Town Council in 2021/2022, mainly due to the impact of Covid-19 on bookings, and an anticipated slow pick-up.

By 2022 the general reserves will be at their lowest due to the Town Council spending programme, and close to the lowest recommended boundaries if the Council do not take steps to mitigate this



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- f) Councillor Beggerow advised that Babergh District Council have advised a delay in announcing the tax base which is the number of Hadleigh Council Tax payers that when multiplied by the Band D Rate set by the Council, determines the Precept Amount for 21/22 . A provisional Tax Base issued by BDC suggests the Tax Base may reduce by 3.4% or an £11,500 reduction in the precept. Cllr Beggerow explained that for illustrative purposes a 10% increase on the Town Council precept would amount to an extra £11.26 per household per annum, raising approx. £33,000 in the precept for Hadleigh Town Council depending on the Final Tax Base issued by BDC.

The next meeting of Full Council in January will consider the budget in detail and determine the precept.

Councillor Knock expressed his thanks to Councillor Beggerow for his hard work around the budget and advised that it appeared previous councils' reluctance to increase the precept was haunting the current Town council.

A member of the public advised that they had produced a spreadsheet containing the same budget figures but in a simpler format. The member of the public suggested that without the inclusion of the major projects a 30% increase in the Precept would be needed to achieve a balanced budget

- g) Due to the impact of Covid-19 the income of the charity was not healthy, producing a predicted loss of £23,000. HMFC requested a grant from HTC to cover half of this shortfall, while meeting the balance by drawing on its own investment fund.

It was advised that if money was not forthcoming, the charity would be unable to pay staff, bills or insurance, and it was suggested by Councillor Gregg that staff be reduced and the flat on site rented out. Councillor Knock felt that whilst the Charity had money in an investment account it should use that, rather than use Town Council money to pay salaries and on-going bills.

It was observed that if the Charity building were to close, the Town Council would need to find a new office space, potentially paying commercial rent, whilst Councillor Minns reminded Councillors of the difficulty in paying office rent to the Charity due to the potential conflict of interest with the Town Council being the sole trustee for the Charity.



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	<p>It was acknowledged that the financial hardship due to COVID-19 was hopefully short term, and that the work due to be undertaken by the Architectural Heritage Fund to look at the potential uses will take time to work through.</p> <p>Councillor Knock suggested as the charity has approximately £49,000 in an Investment Fund it was discussed whether Hadleigh Town Council could loan the sum requested.</p> <p>The Acting Town Council Manager advised the meeting that the Charity were still waiting for the transfer of trustees with the Charity Official Investment Fund to new Councillors, and only once this had happened could a request form to withdraw funds be made. Councillor Knock proposed that that Hadleigh Town Council lend the money to the Charity until such time as it could be repaid. A discussion ensued around whether the Town Council could loan money, and the Acting Town Council Manager was tasked to look into this matter.</p> <p>Proposed by Councillor Bayliss, seconded by Councillor Schleip it was agreed to support Hadleigh Market Feoffment Charity with an interest free loan of £11,750 if legally possible.</p> <p>Proposed by Councillor McLeod, seconded by Councillor Beggerow it was agreed that in the event that an interest free loan cannot be made to Hadleigh Market Feoffment Charity by Hadleigh Town Council that the Town Council support the Charity with a grant of £11,750.</p> <p>h) This item was removed from the agenda.</p>
6. 2021 Census	<p>It was noted that a census will be taking place in 2021, and where possible Town Councillors will encourage the local community to fill in the census forms as soon as they receive them.</p>
7: Speed Awareness Signs (Cllr Hinton)	<p>Proposed by Councillor Minns, seconded by Councillor Beggerow it was agreed to amend the motion from 'To consider and agree to the installation of speed awareness signage in Hadleigh working with appropriate organisations' to "To consider the installation of speed awareness signage in Hadleigh working with appropriate organisations through the development of a coherent and fully costed plan including proposed locations'</p> <p>Proposed by Councillor Minns, seconded by Councillor Beggerow it was agreed to consider and the installation of speed awareness</p>



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	signage in Hadleigh working with appropriate organisations through the development of a coherent and fully costed plan including proposed locations.
8: Hadleigh Grand Feoffment Charity	The Town Council cannot accept nominations for a nominative Trustee for the Hadleigh Grand Feoffment Charity until 20 th December 2020, and this matter will be considered at the next meeting.
9: Cycling Working Group (Cllr Talbot)	<p>a) Proposed by Councillor Minns, seconded by Councillor Schleip it was agreed Hadleigh Town Council will seek funding from SCC under Tranche 2 of the Cycling and Walking Fund established by central government to install the infrastructure proposed in the Cycling Working Group's report.</p> <p>b) Hadleigh Town Council endorses the Cycling Working Group's proposal to produce on line and paper maps of cycling facilities and routes in the Hadleigh, and allocates a budget of £500 to this purpose to the Cycling Working Group, in conjunction with potential support from Suffolk County Councillor Fraser's locality budget.</p>
10. Domain and Website modernisation	<p>The Town Council are looking to develop a modern and flexible website to need community needs, using a niche product website which has been designed form Town and Parish Councils.</p> <p>Proposed by Councillor Beggerow, seconded by Councillor Bayliss, Councillors agreed to a new Town Council website presence and proceed with option 3 in the attached report at a total initial cost of £1,227.98 inclusive of VAT, consisting of £900 build fee plus first year fees of £327.98 (including VAT) using the recommended domain supplier and their partner web designer</p>
11. Noise and Air Pollution (Cllr Hinton)	Proposed by Councillor Hinton, seconded by Councillor McLeod it was agreed Town Council liaise with Babergh District Council regarding the use of the wardens assigned to Hadleigh for parking enforcement regarding idling laws requiring vehicles stationary for longer than 30 seconds and request drivers to switch off their engines to help reduce air pollution caused by stationary idling vehicles. This in line with Babergh, Suffolk CC and HTC's declarations of climate emergency and commitment to reduce carbon impacts.
12: Gallows Hill Bus Shelter	Councillors noted that further to deliberate damage sustained to the bus shelter on Gallows Hill on 15 th November 2020, Suffolk Constabulary were taking the matter to Court, to enable the Town Council to recoup the cost of repairing the bus shelter.



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13: TSB Closure (Cllr Minns)	It was noted that despite support from Hadleigh's MP, SCC, BDC and many residents of Hadleigh, the effort to halt the closure of the Hadleigh branch of the TSB had been unsuccessful, in the face of the refusal of the bank to reconsider its decision or look at alternatives.
14. Code of Conduct Complaint	The Council noted that under Point 98 of Hadleigh Town Council's Standing Orders (updated 6 th April 2020) the Town Council Proper Officer advised Hadleigh Town Council that Babergh District Council were dealing with a complaint that a Councillor with voting rights breached the Council's Code of Conduct.
15: Future Meetings	<p>The next scheduled Full Council meeting will be on Thursday 21st January 2021 at 7.00pm.</p> <p>The Mayor wished everyone a Happy Christmas and peaceful New Year.</p>
CONFIDENTIAL SESSION EXCLUSION OF PRESS AND PUBLIC	
16: Exclusion of the press and public	Proposed by Councillor Beggerow, seconded by Councillor Hinton it was agreed to exclude the press and public in pursuance of Section 1)2 of the Public Bodies (Admission to Meetings) Act 1960 the Press and the Public shall be excluded for the next items of business on the grounds that it is likely to be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Prepared by

Cheryl Tye

Cheryl Tye
Town Council Manager
5th January 2021



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Agenda Items for 21st January 2021 Full Council Meeting

Agenda Item 5

HADLEIGH TOWN COUNCIL						
Period ending 14th January 2021						
SCHEDULE OF ACCOUNTS FOR PAYMENT- OVER £500						
Date	Payee	Description	VAT		Total Amount	Authorised by
15/12/2020	Hollow Tree Farm	54 x £11 Christmas trees for Hadleigh High Street	£	99.00	£ 594.00	
17/12/2020	SEE	Office electricity supply from 1st July to 30th September 2020	£	107.59	£ 645.56	
04/01/2021	Iverde	Grounds Maintenance for December 2020	£	246.63	£ 1,479.78	
14/01/2021	The Freestyle Collective	Hadleigh Skatepark setup and maintenance, prelims and construction, less retention	£	5,605.00	£ 33,630.00	
14/01/2021	Aaron Clarke Accounting	December 2020 book keeping provision	£	135.00	£ 810.00	
					£ -	
					£ 37,159.34	



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HADLEIGH TOWN COUNCIL					
Period ending 14th January 2021					
SCHEDULE OF ACCOUNTS FOR PAYMENT- UNDER £500					
Date	Payee	Description	Net Cost	VAT	Total Amount
14/12/20	Sudbury Town Council	Cost Towards the Services of the Community Wardens to Spray Social distancing markings as per the list supplied by Hadleigh Town Council (to be claimed back from BDC HTC Invoice HTC0038)	£ 250.00	£ 50.00	£ 300.00
15/12/20	Raydon Agricultural Ltd	15' Christmas tree for Hadleigh Market Place	£ 50.00	£ -	£ 50.00
15/12/20	Wildwater Professional Systems	3 sets of USB Headphones for Office Zoom meetings	£ 58.50	£ 11.70	£ 70.20
17/12/20	Sue Munson	Reimbursement for replacement defibrillator pads	£ 45.00	£ 9.00	£ 54.00
04/01/21	Cloud Next Ltd	Premium hosting for 'hadleightowncouncil.gov.uk'	£ 79.99	£ 15.99	£ 95.98
04/01/21	Cloud Next Ltd	Domain name @hadleightowncouncil.gov.uk'	£ 110.00	£ 22.00	£ 132.00
04/01/21	Leeks Skip Hire	3 yard skip at Cemetery between 19/10/20 and 18/12/20	£ 101.00	£ 20.20	£ 121.20
04/01/21	Avis Printers Ltd	Additional Christmas Cards	£ 3.75	£ 0.75	£ 4.50
04/01/21	Vertas	Hedge Trimming along rugby pitch at Layham Road Sports ground	£ 130.00	£ 26.00	£ 156.00
06/01/21	Sackers	Layham Road Sports Ground - waste removal December 2020	£ 43.53	£ 8.70	£ 52.23
06/01/21	Sackers	Friars Road - waste removal December 2020	£ 43.53	£ 8.70	£ 52.23
08/01/21	Total Gas and Power	Layham Road Sports Ground electricity supply 1/12/20 to 31/12/20	£ 154.88	£ 7.75	£ 162.63
13/01/21	Barnes Rosher	Address labels for printer	£ 15.00	£ 3.00	£ 18.00
13/01/21	D. Leeks	Pest Contgrol - Hadleigh Cemetery	£ 250.00	£ -	£ 250.00
13/01/21	Herts CC	Office supplies including 2021 diaries, laminating pouches less £47.63 credit note	£ 7.76	£ 1.55	£ 9.31
13/01/21	Wave (Water)	Cemetery water bill from 7/10/20 to 6/1/21	£ 93.35	£ -	£ 93.35
13/01/21	Wave (Water)	War Memorial Standpipe water bill from 8/10/20 to 7/1/21	£ 25.33	£ -	£ 25.33
14/01/21	Cowles Electrical Limited	To install and remove electrical supply to cover Market Place Christmas Tree	£ 255.00	£ 51.00	£ 306.00
15/01/21	Vertas	With a tractor mounted flail, cut the inside face of the hedge surrounding the 'Rugby Training Pitch' along west (Layham Road) and east boundaries, a length of approximately 200 metres.	£ 130.00	£ 26.00	£ 156.00
15/01/21	Aaron Clarke Accountants	Purchase of payroll software renewal license to 31/12/2021	£ 148.00	£ 29.60	£ 177.60
15/01/21	Asset Managers	Removal of 2 photocopiers	£ 250.00	£ 50.00	£ 300.00
					£ 2,586.56



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Agenda Item 8

Hadleigh Grand Feoffment Charity

The Charity's prime function is the provision and maintenance of alms houses. The Charity owns 31 alms-houses all in Hadleigh.

- There are four positions of Nominative Trustee with tenure being a period of 4 years.
- When a Nominative Trustee's tenure is nearing the end date the charity notifies Hadleigh Town Council of the impending vacancy hence the request for a replacement Trustee
- The next vacancy for a Nominative Trustee will be in March 2021 and Hadleigh Town Council will be notified at the appropriate time.



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Agenda Item 9 - Grant Application

COMMUNITY GRANTS FUNDING APPLICATION FORM

How to use this form: this form can be printed and completed by hand or can be filled in electronically. Please try to keep your answers as short as possible, to fit into the boxes.

Typed entries acceptable for email applications

Name of organisation	Hadleigh In Bloom
Name and address of the person making the application on behalf of the organisation	Stuart Service The Gables, 108-110 High Street Hadleigh IP7 5EL
Position held in organisation	N/A
Telephone	01473 828126
Email	stuart@thegableshadleigh.co.uk
Have you received a grant from this Council in the last 3 years? If so, for how much and what was it for?	In 2019 Hadleigh Town Council bought some additional planters for around £1,000
What are the aims of your organisation?	The hanging baskets look beautiful and add to the general wellbeing of the town. Without them, the High Street would not be so attractive; businesses, residents and visitors all benefit from Hadleigh in Bloom
We would like to find out more about the impact your work has. Please give a brief description of some of the positive impacts your work has had to date. (If you are a new organisation, you do not need to answer this question)	I have run Hadleigh in Bloom for past five years, it is a project that I manage on my own, but under the umbrella of the Visit Hadleigh Trust of which I am chairman.
What is the name of the project/activity you are applying for?	Hadleigh in Bloom
When will the project be started/finished?	May 2021 – October 2021



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Financial information

What is the total cost for the project/activity? (Please provide a breakdown of the key costs involved).	£3,500 (£2,000 for hanging baskets & £1,500 for watering)
What is the amount of grant requested from Hadleigh Town Council?	£3,500
How much have you raised already?	zero
If your project is successful, who should the cheque be made payable to? Alternatively, please provide your bank details if you would prefer a BACS payment.	The Visit Hadleigh Trust
Is the grant for match funding? (i.e. are funds from elsewhere dependent on our funding?)	No
Have you applied elsewhere for a grant, if so, which organisation(s), for how much, and when will you know?	No
How will you continue to fund the project once our funding runs out? (If you are seeking funding for a one-off event then you do not need to answer this question).	One-off funding

About your project

Please tell us about your project in up to 500 words. We would like to know the following:

- Why do you want to do this project?
- How do you know that it is needed?
- How many people will benefit from it?
- How does the project meet one or more of our funding priorities (below)?
 1. Support projects and initiatives which will directly benefit the residents of Hadleigh
 2. Enable local people to participate in voluntary groups, organisations, and activities
 3. Help the towns voluntary groups and organisations improve effectiveness or offer additional services or activities.
 4. To support organisations which meet the need of the people experiencing social and economic difficulties



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5. To ensure that there is equality of access for Hadleigh residents to the services it provides and funds

About your project:

This will be my fifth year running Hadleigh in Bloom; it is a project I took over from the Chamber of Commerce and something that I do on my own. It is hugely time consuming, but very rewarding.

Historically, the businesses have bought their hanging baskets from Hadleigh in Bloom and this money, topped up with fund raising covers the costs of the hanging baskets and their maintenance.

In 2020 with the High Street on lockdown due to COVID I did not feel it fair to ask the businesses to contribute, so I raised all the money from donations.

As I write, most of our businesses are once again in lockdown after an incredibly difficult nine months and with no signs of recovery. Therefore, I am asking Hadleigh Town Council to fund Hadleigh in Bloom in 2021 and by 2022 I am sure the businesses can once again take over

Further Information

63 x hanging baskets @ £19.25	£1,212.75
10 x half pole baskets for lamp posts @ £23.50	£235.00
3 x 1 metre long troughs @ £52.50	£157.50
Delivery & collection	<u>£350.00</u>
	£1,955.25
£70 per week to water the baskets x 21 weeks	£1,470.00
Plant Fertiliser	<u>£75.00</u>
	£1,545.00

It takes nearly two hours each time and baskets are watered every other day, except in the height of summer when they are watered daily

Last year a £1000 donation paid for the new water bowser.



Hadleigh Town Council

The Guildhall
Market Place
Hadleigh
Suffolk
IP7 5DN
(01473) 823884

BUSINESS CHRISTMAS TREES 2020						
Income	53 trees	£ 1,590.00				
	3 brackets	£ 75.00				
		<u>£ 1,665.00</u>		£ 1,665.00		
Expenses	Trees	£ 495.00				
	6 brackets	£ 105.00		(3 in stock for future use)		
	Misc	£ 56.03				
		<u>£ 656.03</u>		£ 656.03		
<u>Profit</u>				£ 1,008.97		
<i>Misc</i>	<i>Wire, cables, screws etc</i>			£ 36.03		
	<i>Chainsaw hire</i>			£ 20.00		