



# Kesgrave Town Council

Clerk: *Mrs S Clements*

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## KESGRAVE TOWN COUNCIL

### Meeting of the Full Town Council on 11<sup>th</sup> September 2017 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices

Dear Councillors

#### Notice of Meeting:

You are summoned please, to the Public Meeting of the Kesgrave Town Council, which will take place on Monday, 11<sup>th</sup> September 2017 at **7.15pm** in the Council Chamber.

Yours sincerely

Susan Clements  
Town Clerk  
4<sup>th</sup> September 2017

Members of the Public and the Press are welcome to attend

#### AGENDA

1. Welcome and to Receive Apologies for Absence
2. Declarations of Interest - to receive any declarations at any point during the Meeting.
3. Minutes of the last Full Town Council Meeting held on the 24<sup>th</sup> July 2017 - to receive consider and agree. (Minutes Attached).
4. Clerks/Chairman's Report/Update - to note any updates on any matters arising from the last Meeting and not dealt with under any other agenda item.
5. Chairman's Communications- to receive a verbal update from the Chairman.
6. At this point (up to 3 minutes per person and 15 minutes in total), Members of the Public are invited to speak, and ask questions about any agenda item. Priority will be given to those who have given The Clerk prior notice of their intention to speak.
7. County and District Councillors Reports - to receive written Reports, verbal updates and to ask questions for clarification only. (Reports to follow).
8. Fully-Funded PCSO – to receive and note. (Report attached).

## **9. Finance and Governance**

- Schedule of Accounts – to consider and approve payments totalling £55,156.67, and to receive schedule of receipts totalling £32,331.50. (Copies attached).
- To approve transfer of £23,000 from Business Saver account to Current account.
- Finance and Governance Committee Meeting Minutes – 4<sup>th</sup> September 2017. (Minutes Attached).
- External Audit opinion – 2016-17 – to approve and accept audit opinion (see attached)
- LCR subscription – to consider continuation of subscription
- To consider and agree any other Finance and Governance matter as presented by the Chairman of Finance and Governance Committee, the Business and Development Manager or the Clerk.

## **10. Planning and Development Committee Meetings Minutes held on the 31<sup>st</sup> July 2017, 14<sup>th</sup> August and 4<sup>th</sup> September 2017 –** – to receive and note the Minutes of the Planning and Development Committee Meetings held on the 31<sup>st</sup> July 2017, 14<sup>th</sup> August 2017 and 4<sup>th</sup> September 2017. (Minutes Attached).

## **11. Working Party Minutes –** to receive, consider and agree the following:

- Transport and Pedestrian Working Party Meeting Minutes – 31<sup>st</sup> July 2017. (Notes/ Minutes Attached).
- Community Transport Meeting – 4<sup>th</sup> September 2017. (Notes Attached).
- Neighbourhood Plan Working Party Meeting – 5<sup>th</sup> September 2017. To receive a brief, verbal update, (Notes Attached).

## **12. Community and Recreation Matters**

- To receive, consider and agree any matters as presented by the Business and Development Manager regarding Community & Recreation matters.
- Oak Meadow – to receive and consider approval for maintenance work to be carried out on the wooden trim trail (work was highlighted as ‘requiring attention’ in the independent safety inspection carried out in May).

## **13. Request to use a ‘Cedar Tree’ Logo** – to consider a request received from Kesgrave Running Club to use a Cedar Tree as part of the club’s logo.

## **14. Report from the Clerk and Press Officer** – to receive and note the update, including the latest local publications, press and radio details. (Details attached).

## **15. Woodbridge and District Anti-Social Behaviour Meeting** – 20<sup>th</sup> July 2017 – to receive a brief verbal update from Councillor Comber.

## **16. Public Spaces Protection Order Consultation** – to receive, consider and respond to this formal consultation by the 22<sup>nd</sup> September 2017, relating to the control of dogs and other matters. (Details Attached).

## **17. Silver Sunday – 1<sup>st</sup> October 2017** – Celebration of Older People – national initiative – to receive, consider and agree any events in partnership with the District Council/community stakeholders. (Details Attached).

## **18. Chairman/Clerk Other/Urgent Communications** – to receive and consider any other matters of sufficient urgency and importance that the Chairman will allow for discussion. (To be notified to the Clerk by 12 noon on the day of the Meeting).

## **19. Newsletters & Circulars** – to receive and note:-

- Kesgrave Flyer - latest edition.
- Kesgrave In Touch – latest edition.

20. **Resolution to exclude the Public and the Press** – The Public Bodies (Admission to Meetings) Act 1960 – The Council is asked to consider and agree to exclude the Public and the Press, since publicity would legally prejudice commercial sensitivity and confidentiality.
21. **Confidential Meeting Minutes of the Town Council Meeting held on the 24<sup>th</sup> July 2017** – The Council is asked to receive, consider and agree the Confidential Meeting Minutes of the Town Council Meeting held on the 19<sup>th</sup> June 2017. (Minutes attached).
22. **Confidential Meeting Minutes of the Finance and Governance Committee Meeting held on the 4<sup>th</sup> September 2017** – The Council is asked to receive, consider and agree the Confidential Meeting Minutes of the Finance and Governance Committee Meeting held on the 4<sup>th</sup> September 2017. (Minutes attached).

To: Kesgrave Town Council Councillors;

Copies to: County & District Councillors & Safer Neighbourhood Team (SNT)

**Date of the next Full Town Council Meeting – Monday, 20<sup>th</sup> November 2017 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.**