



Kesgrave Town Council

Clerk: *Mrs S Clements*

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KESGRAVE TOWN COUNCIL

Meeting of the Full Town Council on 20th November 2017 at 7.15pm in the Council Chamber,
Kesgrave Town Council Offices

Dear Councillors

Notice of Meeting:

You are please summoned to the Public Meeting of the Kesgrave Town Council, which will take place on Monday, 20th November 2017 at **7.15pm** in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
13th November 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 11th September 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 attached).

8. **Fully-Funded PCSO & to receive an update regarding issues in the Town** – to receive and note. (Report attached).
9. **Library 2nd quarter report** – to receive and note (Report attached)
10. **Fields (previously Kesgrave Family Christian Church)** – to receive a presentation.
11. **Finance and Governance**
 - **Schedule of Accounts** – to consider and approve payments totalling £180,772.34 (which includes a transfer of £120,000 to the saving account) and receive receipt listings totalling £170,538.54. (Copy attached).
 - **To approve transfer** from savings to current account for £15,000.00
 - **Budget and Precept 2018/2019** - The Town Council is asked to approve the Precept and Budget for 1st April 2018 - 31st March 2019 being £ 267,610.
 - **2nd Quarter budget report** – to receive. (Copy attached)
 - **Finance and Governance Committee Meeting Minutes** – 13th November 2017 – to receive, consider and approve these Minutes. (Minutes Attached).
 - 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.
12. **Planning and Development Committee Meetings Minutes – 18th September, 2nd October, 16th October, 30th October and 13th November 2017** – to receive and note the Minutes of the Planning and Development Committee Meetings as above. (Minutes Attached).
13. **Working Party Minutes & Terms of Reference** – to receive, consider and agree the following:
 - **Play Area and Open Spaces Working Party Meeting Minutes** – 6th November 2017. (Notes attached).
 - **Neighbourhood Plan Working Party Meeting Minutes** – 11th September 2017. (Notes attached). To note the slightly amended Terms of Reference.
 - **Transport and Pedestrian Working Party Meeting Minutes** – 16th October 2017. (Notes attached).
14. **Community and Recreation Matters**
 - **Community and Recreation Committee Meeting** – 18th September and 6th November 2017 – to receive, consider and approve the Minutes of the Community and Recreation Committee Meeting as above.
 - **To approve** Councillor Ventriglia’s membership of the Community and Recreation committee.
 - To receive, consider and agree any matters as presented by the Business and Development Manager regarding **Community & Recreation matters**.
15. **Report from the Clerk and Press Officer** – to receive and note the update, including the latest local publications, press and radio details. (Details attached).
16. **SALC (Suffolk Association of Local Councils) Area Meeting** – 18th September 2017 – to receive and note the written Report from Councillor Archer following his attendance at this Meeting. (Report attached).
17. **Woodbridge and District Anti-Social Behaviour Meeting** – 14th September 2017 – to receive a brief verbal update from Councillors A Comber and S Fairbrother, following attendance at this Meeting.
18. **The East Suffolk Partnership Annual Forum 2017** – to receive a brief update from Councillor Patten, following her attendance at this event on the 10th November 2017.

19. **Resignation of Councillor & Co-option Vacancy** – to note that a by-election has not been called following the resignation of Councillor Wallace. To consider and agree the interested parties for the now, co-opted vacancy. (Received Resumes attached).
20. **Boundary Commission Review** – to receive, consider and agree any Town Council responses to this consultation before the 11th December 2017 deadline date.
21. **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).
22. **Newsletters & Circulars** – to receive and note:-
 - Kesgrave In-Touch - latest edition
23. **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.
24. **Confidential Meeting Minutes of the Town Council Meeting held on the 11th September 2017** – The Council is asked to receive, consider and agree the Confidential Meeting Minutes of the Town Council Meeting as above. (Minutes attached).
25. **Confidential Meeting Minutes of the Finance and Governance Committee Meeting held on the 13th November 2017** – The Council is asked to receive, consider and agree the Confidential Meeting Minutes of the Town Council Meeting as above. (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, 15th January 2018 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.