



Kesgrave Town Council

Clerk: *Mrs S Clements*

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KESGRAVE TOWN COUNCIL

Meeting of the Full Town Council on 15th January 2018 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, 15th January 2018 at **7.15pm** in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
9th January 2018

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 20th November 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. (Any Reports received attached).

8. **Fully-Funded PCSO** – to receive and note. (Reports attached).
9. **Finance and Governance**
 - **Schedule of Accounts** – to consider and approve payments totalling £41,509.08, and to receive schedule of receipts totalling £33,917.08. (Copies attached)
 - **Transfer from savings account** – to approve transfers from savings account totalling £24,719.89.
 - **3rd Quarter budget reports** – to receive (copies attached)
 - **Office redecoration** – to receive quotes and approve (details to follow)
 - **Council Tax Precept referendums** – to note Government intention (see attached)
 - **Library Grant 3rd Quarter payment £2,875** – to receive report and approve (report attached)
 - **Finance and Governance Committee Meeting – 8th January 2018** - to receive, consider and approve the Minutes of the Finance and Governance Committee Meeting held on the 8th January 2018. (Minutes Attached).
 - Effectiveness of internal audit to approve.
 - Asset Register to approve
 - Risk Assessments to approve
 - 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 27th November 2017, 11th December 2017 and 8th January 2018** – to receive, consider and note/approve these Minutes, including Councillor Marsh joining this Committee for the ensuing Council year and to note the presentation regarding a future planning application at Long Strops, land off of Bell Lane.
11. **Working Party Meetings** – to receive, consider and agree the following:
 - **Neighbourhood Plan** – to receive, consider and agree any matters.
12. **Community and Recreation Matters**
 - To receive, consider and agree any matters as presented by the Business and Development Manager regarding **Community & Recreation matters**.
 - To consider and approve request from Kesgrave Playschool to site another shed in the outside area at the Millennium Jubilee Hall. (MJH).
 - To consider and agree to set up a ‘Battles Over’ Working Party who will report into the Community and Recreation Committee and to seek representatives from the Town Council.
 - To receive, consider and agree KTC Ice Skating weekend for Christmas 2018.
13. **Report from the Clerk and Press Officer** – to receive and note the update, including the latest local publications, press and radio details. (Details attached).
14. **Woodbridge and District Anti-Social Behaviour Meeting – 23rd November 2017 – Kesgrave Matters** - to receive and note the Minutes from this Meeting and to receive a brief update from Councillors Comber or S Fairbrother on matters relating to Kesgrave. (Minutes Attached).
15. **Enabling Better Broadband in Suffolk Coastal** – to receive a verbal update on this scheme and its funding.
16. **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).

17. **Newsletters & Circulars** – to receive and note: -
 - Kesgrave In Touch – latest edition.
18. **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 confidentially.
19. **Confidential Meeting Minutes of the Personnel Committee Meeting held on the 8th January 2018** – The Council is asked to receive, consider and agree these Minutes. (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,
19th March 2018 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.**