



Kesgrave Town Council

Clerk: *Susan Clements*

Ferguson Way, Kesgrave, Ipswich, Suffolk, IP5 2FZ

Telephone: (01473) 625179

Email: enquiry@kesgravetowncouncil.org.uk

Webpage: www.kesgravetowncouncil.org.uk

KESGRAVE TOWN COUNCIL
Meeting of the Full Town Council on 18th June 2018 at 7.15pm in the Council Chamber,
Kesgrave Town Council Offices

Dear Councillors

Notice of Meeting:

You are summoned' to the Public Town Council Meeting of the Kesgrave Town Council, which will take place on Monday, 18th June 2018 at **7.15pm** in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
13th June 2018

Members of the Public and the Press are more than welcome and encouraged to attend

AGENDA

1. **Welcome and Apologies for Absence** – to receive.
2. **Declarations of Interest** - to receive any declarations at any point during the Meeting.
3. **Minutes** of the last Full (Annual) Town Council Meeting held on the 14th May 2018- 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, brief verbal updates and to ask questions for clarification only. (Any Reports Received Attached).
8. **Fully Funded PCSO** - to receive and note the PCSO Report/s. (Report/s attached).
9. **Finance and Governance**
 - **Finance and Governance Committee Meeting Minutes – 21st May 2018**– to receive, consider and approve the Minutes of the Finance and Governance Committee Meeting held on the 21st May 2018. (Minutes Attached).
 - **Schedule of Accounts** – to receive, consider and agree., including any transfers from the savings account. (Details Attached).
 - To consider and agree any other **Finance and Governance matters** as presented by the Chairman of Finance and Governance Committee, the Chairman of the Council, or the Clerk.
10. **Planning and Development Committee Meetings Minutes – 14th May and 4th June 2018**– to receive and note these Minutes of the Planning and Development Committee Meetings held on the 14th May and 4th June 2018. (Minutes Attached).
11. **Community Services Matters –**
 - **Community and Recreation Committee Meeting Minutes – 4th June 2018**– to receive, consider and approve the Minutes of the Community and Recreation Committee Meeting held on the 4th June 2018. (Minutes Attached).
 - To receive, consider and agree any matters as presented by the Chair of the Community and Recreation Committee, the Chairman of the Council, or the Clerk, regarding Community Services matters.
12. **Sub-Committee Minutes –** to receive, consider and agree the following:
 - **Play Area and Open Spaces Sub-Committee Meeting Minutes – 21st May 2018** (Minutes Attached).
 - **Transport and Pedestrian Sub-Committee Meeting Minutes – 21st May 2018**. (Minutes Attached).
 - **Neighbourhood Plan Steering Group/Sub-Committee** – to receive any new updates other than via the Planning and Development Committee Meeting Minutes, above and to consider and agree the Town Council's continued commitment in leading with this Plan for Kesgrave.
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. **Town Councillor Vacancies by Co-option** – to receive, consider and agree, following the vote, any nominations for these vacancies. (Section 84, Local Government Act 1972).
15. **Local Council Award Scheme – Foundation** – to confirm by **Resolution** that the Town Council publishes various documents online. (Award application already agreed). (Details Attached).
16. **Publication Scheme** – to confirm by Resolution the updates to this document following the Information Commissioner Office (ICO) model template updates. (Originally adopted by Resolution on the 9th December 2002). (Details Attached).

17. **Millennium Jubilee Hall Bookings System** – to receive a verbal update from the Clerk following the Meeting on the 23rd May 2018 with the KWMCC (Kesgrave War Memorial Community Centre) and a proposed interface system.
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;
 - 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 Finance and Governance Committee held on the 21st May 2018** – The Council is asked to receive, consider and agree the Confidential Meeting Minutes of the Finance and Governance Committee Meeting held on the 21st May 2018. (Confidential Minutes Attached).
22. **Youth Clubs** – (Orwell – Thursday Evening & Town Council – Tuesday Evening – to consider, review and agree). (Orwell SLA expires 29th June 2018).

To: Kesgrave Town Council Councillors;

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

Date of the next Full Town Council Meeting – Monday, 16th July 2018 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.