



Kesgrave Town Council

Clerk: *Susan Clements*

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KESGRAVE TOWN COUNCIL

Meeting of the Full Town Council on 16th July 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, 16th July 2018 at **7.15pm** in the Council Chamber.

Yours sincerely

Susan Clements
Town Clerk
9th July 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 18th June 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 and the SLA letter. (Details attached).
9. **Finance and Governance**
 - 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 – 18th June and 2nd July 2018**– to receive and note these Minutes of the Planning and Development Committee Meetings held on the 18th June and 2nd July 2018. (Minutes Attached).
11. **Community Services Matters –**
 - 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 - to receive any verbal updates and to consider the letter received from one local resident household.
 - Transport and Pedestrian Sub-Committee – to receive any verbal updates.
 - Neighbourhood Plan Steering Group/Sub-Committee – to receive, consider and agree the Minutes of the Meeting held on the 25th June 2018. (Minutes Attached).
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. **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).
16. **Newsletters & Circulars** – to receive and note:
 - Kesgrave Flyer – latest edition;
 - In Touch – latest edition.
17. **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.
18. **Confidential HR Committee Meeting – 2nd July 2018**– The Committee is asked to receive, consider and agree these Minutes, following the vote. (Confidential 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, 3rd September 2018 at 7.15pm in the Council Chamber, Kesgrave Town Council Offices.