

KESGRAVE TOWN COUNCIL

Minutes of the Full Town Council Meeting held on 18 February 2019

Councillors present:

K Archer
A Athwall
N Beecroft-Smith (*Chairman of the Town Council*)
A Comber
D Fairbrother (*Vice-Chairman of the Town Council*)
G Lynch
P Mills
R Spittle
G Ward

Officers present:

J Abbott – Service Development Administrator
A Dougall – Responsible Financial Officer (RFO)
J Catling-Green – Service Development Co-ordinator

1. Welcome and to Receive Apologies for Absence – The Chairman welcomed those present. Apologies for absence were received from Councillors S Fairbrother, S Ventigila, R Bridgeman, District Councillor D McCallum and District and County Councillor S Lawson.

2. Declaration of Interests – None.

3. Minutes of the last Meeting – 14 January 2019. Cllr D Fairbrother didn't agree with the minutes as it isn't noted that he voted against the 2019/20 Budget due to reports not being received from organisations that monies are paid to. This was manually changed and following the vote the minutes were then agreed.

4. Clerks/Officer Report/Update – J Abbott informed the meeting that the police reports on the web which show figures will be directed via a link to the Police website, however the PCSO Match Funded monthly report will be published on the Town Council website. J Abbott also confirmed the SLA for the Match Funded PCSO 2019-21 has been signed by all parties and a copy is on file. Following the last meeting J Abbott confirmed with SCDC the East / West Boundary in Kesgrave will not be changed.

5. Members of the Public – there was one member of the public present, District Cllr S Mower. Cllr G Lynch raised a question as a member of public on the agreement between KWMCC and the Town Council. J Catling-Green confirmed the agreement had been signed by both parties and had been returned to Suffolk County Council Legal.

6. County and District Councillor Reports – District Cllr G Lynch advised that it had been a very busy time at SCDC, attending many meetings at District level and receiving 9 phone calls and attending 3 visits on personal issues. District Cllr S Mower was thanked for her very detailed report, previously circulated (copy in minute book).

7. Fully Funded PCSO Reports –

- The PCSO reports were received and noted. (Copy of reports in minute book).

8. Finance & Governance –

- a. Schedule of Accounts – These were presented and following the vote agreed by Council.
- b. Transfers from Savings Account - These were presented and following the vote agreed by Council.
- c. Internal Auditor – It was agreed to appoint Mr David Hunt. The statement from the internal auditor would be available after the financial year.
- d. Financial Regulations – After discussion and following the vote they were agreed by Council. J Abbott will have the final draft as agreed, by the next full Council meeting.
- e. Standing Orders – After discussion and following the vote they were agreed by Council. J Abbott will have the final draft as agreed, by the next full Council meeting.
- f. MJH – A Dougall circulated a copy of the income and expenditure at the hall.

9. Planning & Development – Planning & Development Committee meeting minutes, 21 January, 4 February were received and noted.

10. Community & Recreation – The Community & Recreation Committee meeting minutes, 11 February were received and noted.

11. Chairman’s Communication – Cllr N Beecroft-Smith noted the upcoming elections and the process.

12. Other/Urgent Communications – None.

13. Date of Next Meeting - The next Full Town Council meeting was scheduled for 18 March, apologies from Cllr A Athwall.

14. Agenda Items for Next Meeting – None.

(The member of public, District Cllr S Mower left the meeting at this point - 8.47pm)

15. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960 –

Agenda items 16, 17 and 18 were then discussed in the CONFIDENTIAL part of this meeting.

Chairman **Date.....**