



# *Kesgrave Town Council*

Ferguson Way, Kesgrave, Ipswich, IP5 2FZ

Telephone: (01473) 625179

Email: [enquiry@kesgravetowncouncil.org.uk](mailto:enquiry@kesgravetowncouncil.org.uk)

Website: [www.kesgravetowncouncil.org.uk](http://www.kesgravetowncouncil.org.uk)

## **Kesgrave Town Council**

### **Full Town Council Meeting, Monday 25 November 2019 at 7.15pm**

Dear Councillors

#### **Notice of Meeting**

You are summoned to attend the Town Council meeting which will take place on **Monday 25 November 2019 at 7.15pm** in the Council Chamber.

Yours sincerely

Angela Dougall  
Responsible Financial Officer  
20 November 2019



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## **AGENDA**

1. **Welcome and Apologies for Absence** – welcome and to receive and accept any apologies for absence.
2. **Declarations of Interest** – to receive, any interests, (these can be made at any point during the meeting).
3. **Minutes of the last Town Council meeting held on the 28 October** – to receive, consider and agree. (Copy attached).
4. **Chairman's Communication** – to note.
5. **Clerks/Officer Report/Update** – to note any matters arising and updates following on from the last meeting, not dealt with under any other agenda item.
6. **Members of the Public** – to welcome members of the public who may wish to speak or ask any questions.
7. **County and District Councillor Reports** – to receive and note.
8. **Partnership Funded PCSO Reports** – to receive and note (papers attached).
9. **Finance & Governance** –
  - a. Finance & Governance meeting minutes; 11 November – to receive, note and agree to the following; (copy attached).
    - Draft Budget 2020/21 (paper attached).
  - b. Schedule of Accounts – to consider and approve (details attached).
  - c. Transfer from Savings Account – to consider and approve (details attached).
  - d. Library Grant Report - to receive, consider and agree payment – 2nd quarter (Jul-Sep, 2019/20 budget) – (paper attached).
  - e. Health & Safety Policy – to receive an update (paper attached).
10. **Planning & Development** –
  - a. Planning & Development Committee meeting minutes; 28 October and 11 November – to receive and note (copies attached).
11. **Neighbourhood Plan (NP)** – to receive any update.
12. **Community & Recreation** –
  - a. Foxhall Road, Kesgrave – to receive any update.
  - b. Bus Services – to receive an update.
  - c. Rupert Fison Square – to receive an update on works to underground services.
13. **Town Rangers** – to receive and consider.
14. **Report from Clerk and Press Officer** – to receive.
15. **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 office by 12 noon on the day of the meeting).
16. **Date of Next Meeting** - the next Full Town Council Meeting will be held on Monday 20 January 2020 at 7.15pm in the Council Chamber of the Town Council offices.



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17. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
18. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
19. **Confidential Minutes –**
  - a. **Town Council meeting** held on 30 September (copy attached). To receive, consider and agree.
  - b. **Finance & Governance** held on 11 November (copy attached). To receive and note.
20. **Public Open Space and Land Ownership –**
  - a. Project ELH Proposal – to receive an update.
  - b. Longstrops – to receive any update.
21. **Staffing Matters –**
  - a. KTC Staff Restructure – to receive an update.
  - b. Youth Club – to receive an update.