



# Kesgrave Town Council

Clerk: Mrs Joanna Abbott

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## Town Council Meeting, Monday 21 September 2020 at 7.15pm

Dear Councillors

### **Notice of Meeting**

You are summoned to attend the Town Council meeting which will take place online via Microsoft Teams on **Monday 21 September 2020 at 7.15pm.**

Yours sincerely

*J Abbott*

Joanna Abbott  
Town Clerk  
16 September 2020

**NB:** If members of the public wish to attend the meeting, then please refer to our [website for login details](http://www.kesgravetowncouncil.org.uk)  
**[www.kesgravetowncouncil.org.uk](http://www.kesgravetowncouncil.org.uk)**

## 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 20 July 2020 – 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 (copies attached).
9. **Co-Option of Town Councillors** – to receive and consider two positions (papers attached).
10. **Finance & Governance** –
  - a. Finance & Governance Committee meeting minutes; 7 September 2020 (copy attached).
  - b. Schedule of Accounts –
    - List of payments for the period 20/07/2020 to 20/09/2020 – to consider and approve (details attached).
    - List of Receipts for the periods 20/07/2020 to 20/09/2020 – to consider and approve (details attached).
  - c. Transfer from Savings Account and new KTC Card Payments Account – to consider and approve (details attached).
  - d. Forecast Income and Expenditure Report 2020/21 (details attached).
  - e. Financial Summary due to Covid-19 for 2020/21 (details attached).
  - f. Budget Virements for 2020/21 – to note.
  - g. Trial Balance for August 2020 – to note.
  - h. Library Grants – to review, consider and agree (papers attached).
    - Quarter 4 (2019/20)
    - Quarter 1 (2020/21)
11. **Planning & Development** –
  - Planning & Development Committee meeting minutes; 20 July, 17 August and 7 September 2020 (copies attached).
12. **Fenton’s Wood** – to receive an update.
13. **Community & Recreation** –
  - a. Community & Recreation Committee meeting minutes; 14 September 2020 (copy attached).
    - Item 13. Cemetery update – to agree.
  - b. Foxhall Road / Bell Lane – to receive any update.
  - c. Woodbridge & District ASB Meeting 10 September 2020 – to receive a verbal update from Cllr A Comber.
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** – Monday 19 October 2020 at 7.15pm online via Microsoft Teams.
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 20 July 2020 (copy attached). To receive, consider and agree.

b. **Finance & Governance meeting** held on 7 September 2020 (copy attached). To receive and note.

20. **Public Open Space and Land Ownership** –
- a. Project ELH Proposal – to receive any update.
  - b. Longstrops – to receive an update.
  - c. Hartree Way – to receive and consider.