



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

Tel: 01473 625179 Email: enquiry@kesgravetowncouncil.org.uk

Town Council Meeting, Monday 16 November 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 16 November 2020 at 7.15pm.**

Yours sincerely

J Abbott

Joanna Abbott
Town Clerk
11 November 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

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 19 October 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 –**
 - a. Reports – to receive and note.
 - b. Service Level Agreement (SLA) March 2021/22 – to receive, consider and agree (paper attached).
9. **Finance & Governance –**
 - a. Finance & Governance Committee meeting minutes; 2 November 2020 (copy attached).
 - b. Schedule of Accounts –
 - List of Payments for the period 19/10/2020 to 15/11/2020 – to consider and approve (details attached).
 - List of Receipts for the period 19/10/2020 to 15/11/2020 – to consider and approve (details attached).
 - c. Transfer from Savings Account and the KTC Card Payments Account – to note and approve.
 - d. Draft Budget 2021/22 - to further consider and review amendments (details attached).
 - e. Grant Request; Disability Advice Service (DAS) – to receive, consider and agree (paper attached).
10. **Planning & Development –**
 - a. Planning & Development Committee meeting minutes; 19 October 2020 and 2 November 2020 (copies attached).
 - 2 November 2020 Item 12. - to consider and approve P&D's recommended response to the ESC Consultations.
11. **Community & Recreation –**
 - a. Foxhall Road / Bell Lane – to receive any update.
 - b. Youth Provision; Hang Out – to receive an update.
 - c. Kesgrave Market – to receive an update.
 - d. MJH; Lockdown 2 – to receive an update.
 - e. KTC November & December 2020 Events – to receive an update.
 - f. Kesgrave Library; Lease for premises – to receive and consider.
12. **The Local Government Boundary Commission for England; Electoral Review of Suffolk: Draft Recommendations** – to receive an update and agree a response. 13.
13. **Suffolk Association of Local Councils (SALC); East Suffolk JOINT forum - 28 October 2020** – to receive a verbal report from Cllr Gibson.
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 18 January 2021 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 19 October 2020 (copy attached). To receive, consider and agree.
 - b. **Finance & Governance meeting** held on 2 November 2020 (copy attached). To receive and note.
20. **Public Open Space and Land Ownership –**
 - a. Project ELH – to receive an update.
 - b. Longstrops – to receive an update.
21. **Cedarwood Green MUGA** – to receive and consider a proposal.
22. **Staffing Matters** – to receive an update following Lockdown2.