



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 18 January 2021 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 18 January 2021 at 7.15pm.**

Yours sincerely

J Abbott

Joanna Abbott
Town Clerk
13 January 2021

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 16 November 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. **Finance & Governance** –
 - a. Finance & Governance Committee meeting minutes; 11 January 2021 (copy attached).
 - MJH hire charges during Covid-19 – to consider and agree F&G proposal.
 - Draft Budget 2021/22 - to approve as a final version (copy attached).
 - b. Schedule of Accounts –
 - List of Payments for the period 16/11/2020 to 17/01/2021 – to consider and approve (details attached).
 - List of Receipts for the period 16/11/2020 to 17/01/2021 – to consider and approve (details attached).
 - Additional Payments 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 consider and approve (details attached).
 - d. Precept requirement for 21/22 – to consider and approve.
 - e. Internal Auditor for the year end accounts 31 March 2021 – decision to appoint, consider and agree.
10. **Planning & Development** – Committee meeting minutes; 16 November 2020, 30 November 2020, 14 December 2020 and 4 January 2021(copies attached).
11. **Community & Recreation** –
 - a. Committee meeting minutes; 7 December 2020 (copy attached).
 - b. C&R Committee members; Cllr D Mears to join – to agree.
 - c. Kesgrave Fun Day 2021 – to consider and agree moving date, due to covid-19.
 - d. Kesgrave Market – to receive an update.
 - e. MJH; Lockdown 3 – to receive an update.
 - f. Woodbridge & District ASB Meeting 14 January 2021 – to receive a verbal update from Cllr A Comber.
12. **Report from Clerk and Press Officer** – to receive.
13. **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).
14. **Date of Next Meeting** – Monday 15 February 2021 at 7.15pm online via Microsoft Teams.
15. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
16. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
17. **Confidential Minutes** –
 - a. **Town Council meeting** held on 16 November 2020 (copy attached). To receive, consider and agree.
 - b. **Finance & Governance meeting** held on 11 January 2021 (copy attached). To receive and note.

18. **Public Open Space and Land Ownership** –
 - a. Project ELH – to receive an update.
 - b. Longstrops – to receive an update.