



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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Town Council Meeting, Monday 26 September 2022 at 7.15pm

Dear Councillors

Notice of Meeting

You are summoned to attend the Full Town Council meeting which will take place on Monday 26 September 2022 at 7.15pm in the **Council Chamber, Town Council Office.**

Yours sincerely

J Abbott

Joanna Abbott
Town Clerk
21 September 2022

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 Town Council meeting** held on the 18 July 2022 – 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. PCSO Clarke’s reports – to receive and note (copies attached).
 - b. PCSO Funded Post, SLA for 2023-25 – to consider and agree (paper attached).
9. **Finance & Governance** –
 - a. Bank Reconciliation for August 2022 – to review and approve (copies attached).
 - b. Receipts and Payments for August 2022 – to review and approve (copies attached).
 - c. Detailed Income and Expenditure to 31 August 2022 – to receive and review (copies attached).
 - d. Trial Balance for August 2022 – for review (copy attached).
 - e. Schedule of Accounts –
 - List of Payments for the period 01/07/2022 to 31/08/2022 – to consider and approve (details attached).
 - List of Receipts for the period 01/07/2022 to 31/08/2022 – to consider and approve (details attached).
 - f. Transfer from Savings Account and the KTC Card Payments Account – to consider and approve (details attached).
 - g. External Auditor Report for year-ended 31 March 2022 by PKF Littlejohn LLP – to receive and note (details attached).
 - h. Notice of conclusion of Audit for 2021_22 - to consider and approve (details attached).
 - i. Draft Budget 2023_24 – to review any requests for consideration – to consider and approve (details attached).
10. **Planning & Development** – Committee meeting minutes; 18 July 2022, 1 August 2022, 15 August 2022 and 5 September 2022 (copies attached) – to receive and note.
11. **Community & Recreation** – to receive a verbal update if required, from Cllr Comber, Chair of the Community & Recreation Committee.
12. **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).
13. **Date of Next Meeting** – Monday 24 October 2022 at 7.15pm, Town Council office.
14. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
15. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
16. **Confidential Minutes** –
 - a. Town Council meeting held on 18 July 2022 (copy attached). To receive, consider and agree.
17. **Public Open Space and Land Ownership** –
 - a. Longstrops – to receive an update from Cllrs Gibson & Comber.