



# Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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## Town Council Meeting, Monday 20 February 2023 at 7.15pm

Dear Councillors

### Notice of Meeting

You are summoned to attend the Full Town Council meeting which will take place on Monday 20 February 2023 at 7.15pm in the **Council Chamber, Town Council Office**.

Yours sincerely

*J Abbott*

Joanna Abbott  
Town Clerk  
14 February 2023

## 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 23 January 2023 – 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.
9. **Finance & Governance** –
  - a. Schedule of Accounts –
    - List of Payments for the period 01/01/2023 to 31/01/2023 – to consider and approve (details attached).
    - List of Receipts for the period 01/01/2023 to 31/01/2023 – to consider and approve (details attached).
  - b. Transfer from the Savings Account and KTC Card Payments Account for January 2023 – to consider and approve (details attached).
10. **Planning & Development** – Committee meeting minutes; 23 January 2023 and 6 February 2023 (copies attached) – to receive and note.
11. **Community & Recreation** –
  - a. Flagpole Service – to consider and agree.
  - b. Kesgrave Conservation Projects – to receive a verbal update from the Clerk.
12. **KTC Business Plan 2021-24 Draft Review** – to consider and approve (copy attached).
13. **East Suffolk and Town Council Elections – Thursday 4 May 2023** – to receive any further information, update from the Clerk.
14. **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).
15. **Date of Next Meeting** – Monday 20 March 2023 at 7.15pm, Town Council office.
16. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
17. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
18. **Confidential Minutes** –
  - a. Town Council meeting held on 23 January 2023 (copy attached). To receive, consider and agree.
19. **Public Open Space and Land Ownership** –
  - a. Longstrops – to receive an update.
  - b. Land Acquisitions – to receive an update.
20. **Staffing Matters – review of staff roles and paygrades** – to receive a report from Cllr Ogden and the Clerk.