



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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Town Council Meeting, Monday 27 November 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 27 November 2023 at 7.15pm in the **Council Chamber, Town Council Office**.

Yours sincerely

J Abbott

Joanna Abbott
Town Clerk
22 November 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 Full Town Council meeting** held on the 16 October 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. **Finance & Governance** –
 - a. Finance & Governance Committee meeting minutes; 13 November 2023 – to consider and agree the following recommendation (copy attached);
 - Item 11. Saving Accounts and Short-term Investments with Cash Flow Report.
 - b. Schedule of Accounts
 - List of Payments for the period 01/09/2023 to 30/09/2023 – to consider and approve (details attached).
 - List of Receipts for the period 01/09/2023 to 30/09/2023 – to consider and approve (details attached).
 - c. Transfer from the KTC Card Payments Account for September 2023 – to consider and approve draft (details attached).
 - d. Version 4 Draft Budget 2024/25 – to review any requests for consideration and to consider and approve updates. (details attached).
 - e. Grants Policy review / update – to discuss and agree (paper attached).
9. **Planning & Development** – Committee meeting minutes; 16 October 2023, 1 November 2023 and 13 November 2023 (copy attached) – to receive and note.
10. **Community & Recreation** – Committee meeting minutes; 20 November 2023, (copy attached) – to receive and note.
11. **Community Engagement Strategy** – to receive an update and agree to the next steps (paper attached).
12. **Litter and Fido Waste Bin Policy from East Suffolk Council** – to discuss and agree a response (paper attached).
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 22 January 2024 at 7.15pm, at the Town Council Office.
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. Full Town Council meeting held on 16 October 2023 (copy attached). To receive, consider and agree.
18. **Public Open Space and Land Ownership** –
 - a. Longstrops – to receive an update.