



# Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

Tel: 01473 625179 Email: [enquiry@kesgravetowncouncil.org.uk](mailto:enquiry@kesgravetowncouncil.org.uk)

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## Town Council Meeting, Monday 22 January 2024 at 7.15pm

Dear Councillors

### **Notice of Meeting**

You are summoned to attend the Full Town Council meeting which will take place on Monday 22 January 2024 at 7.15pm in the **Council Chamber, Town Council Office**.

Yours sincerely

*J Abbott*

Joanna Abbott  
Town Clerk  
17 January 2024

## 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 27 November 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; 8 January 2024 – to note (copy attached).
  - b. Schedule of Accounts
    - List of Payments for the period 01/10/2023 to 31/12/2023 – to consider and approve (details attached).
    - List of Receipts for the period 01/10/2023 to 31/12/2023 – to consider and approve (details attached).
  - c. Detailed Income and Expenditure to 31 December 2023 – to receive and review (copies attached).
  - d. Transfer from Savings Account and the KTC Card Payments Account – to consider and approve (details attached).
  - e. Trial Balance for December 2023 – for information (copy attached).
  - f. Version 4(b) Draft Budget 2024/25 – to review and consider any final requests for consideration and to agree final draft. (details attached).
  - g. Precept requirement for 2024/25 – to consider and approve.
  - h. Saving Accounts and Short-term Investments application - to consider and approve.
  - i. Internal Auditor for the Year End Accounts 31 March 2024 – decision to appoint, consider and agree.
9. **Planning & Development** – Committee meeting minutes; 27 November 2023 and 11 December 2023 (copy attached) – to receive and note.
10. **Community & Recreation** –
  - a. Committee meeting minutes; 15 January 2024 (copy attached) – to receive and note.
  - b. Kesgrave, Rushmere St Andrew, Martlesham, Calford and Fynn Vally Community Partnership meeting 8 January 2024 – to receive a verbal update from Cllr Comber.
11. **Proposed Pump Track at Millennium Sports Ground, Long Strops** – to receive an update from the Chairman.
12. **Community Engagement Strategy** – to receive any update.
13. **KTC Meeting Calendar 2024/25** – to receive and agree (copy attached).
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 19 February 2024 at 7.15pm, at the 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. Full Town Council meeting held on 27 November 2023 (copy attached). To receive, consider and agree.
19. **Public Open Space and Land Ownership** –
  - a. Long Strops – to receive an update.

