



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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Town Council Meeting, Monday 20 January 2025 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 January 2025 at 7.15pm in the **Council Chamber, Town Council Office.**

Yours sincerely

J. Abbott

Joanna Abbott
Town Clerk
15 January 2025

AGENDA

1. **Welcome and Apologies for Absence** – welcome and to receive and accept any apologies for absence.
2. **Declarations of Interest and to declare any unpaid Council Tax (as per Financial Regulations)** – To receive, any interests, (these can be made at any point during the meeting).
3. **Minutes of the Town Council meeting** held on the 25 November 2024 – 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. Schedule of Accounts –
 - List of Payments for the period 01/11/2024 to 31/12/2024 – to consider and approve (details attached).
 - List of Receipts for the period 01/11/2024 to 31/12/2024 – to consider and approve (details attached).
 - b. Transfer from Savings Account and the KTC Card Payments Account – to consider and approve (details attached).
 - c. Detailed Income and Expenditure to 31 December 2024 – to receive and review (copies attached).
 - d. Trial Balance for December 2024 – for information (copy attached).
 - e. Version 3 Draft Budget 2025/26 – to review and consider any final requests for consideration and to agree final draft (details attached).
 - f. Precept requirement for 2025/26 – to consider and approve.
 - g. Internal Auditor for the Year End Accounts 31 March 2025 – decision to appoint, consider and agree.
 - h. Grant Request – Footsteps (details attached).
9. **Planning & Development** –
 - a. Committee meeting minutes; 9 December 2024 and 6 January 2025 – to note (copies attached).
10. **Community & Recreation** –
 - a. Committee meeting minutes; 9 December 2024 – to note (copy attached).
 - b. Pump Track Project – to receive an update.
 - c. ESC Community Partnership meeting 9 December 2024 – to receive a verbal update from Cllr Comber.
11. **Suffolk Association of Local Councils (SALC) East Suffolk Forum, meeting attended by Cllr Gibson** – to note.
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 17 February 2025 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 25 November 2024 (copy attached). To receive, consider and agree.
17. **Public Open Space and Land Ownership** –
 - a. Long Strops and Privately owned and managed areas – to receive any update.
 - b. Aerial Green – to receive an update.
 - c. Kesgrave Land Consultation Review – to receive any update.

18. **Staffing Matters –**

- a. High School Work Experience Placement, 1 Week July 2025 – to consider and agree.