



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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Town Council Meeting, Monday 29 September 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 29 September 2025 at 7.15pm in the **Council Chamber, Town Council Office**.

Yours sincerely

J Abbott

Joanna Abbott
Town Clerk
24 September 2025

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 21 July 2025 – 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. Committee meeting minutes; 15 September 2025 (copy attached).
 - b. Schedule of Accounts –
 - List of Payments for the period 01/06/2025 to 31/08/2025 – to consider and approve (details attached).
 - List of Receipts for the period 01/06/2025 to 31/08/2025 – to consider and approve (details attached).
 - c. Detailed Income and Expenditure to 31 August 2025 – to receive and review (copies attached).
 - d. Transfer from the Savings Account and the KTC Card Payments Account – to consider and approve (details attached).
 - e. Trial Balance for August 2025 – for information only (copy attached).
 - f. External Auditor Report and Certificate (section 3 of the AGAR Form3) – to receive and review (copy attached).
 - g. Notice of Conclusion of Audit for the AGAR year ended 31 March 2025 - to note (details attached).
 - h. Draft Budget 2026/27 Proposals – to review any requests for consideration.
9. **Planning & Development** –
 - a. Committee meeting minutes; 28 July 2025, 11 August 2025, 1 & 15 September 2025 - to note (copies attached).
 - b. Bloor Homes; Land at Foxhall Road boarding Kesgrave – to receive.
10. **Community & Recreation** –
 - a. Pump Track Project – to receive any update.
 - b. ESC Land Adoption – to receive an update.
11. **Devolution/Local Government Reorganisation (LGR)** – to receive an update from the Clerk (paper attached).
12. **Website review / upgrade, incorporating domain upgrade to .gov.uk** – to receive an update from Cllr Becroft-Smith.
13. **Annual Action Plan Proposal** – to receive, consider and agree (paper attached).
14. **ATM Award Scheme** – to receive, consider and agree (paper attached).
15. **Industry Partner; Engagement with Students Proposal** – to receive, consider and agree (paper attached).
16. **Promotional KTC Video** – to receive and consider proposal (paper attached).
17. **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).
18. **Date of Next Meeting** – Monday 27 October 2025 at 7.15pm, Town Council Office.
19. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
20. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.

21. **Confidential Minutes –**
 - a. Town Council meeting held on 21 July 2025 (copy attached). To receive, consider and agree.
22. **Public Open Space and Land Ownership –**
 - a. Long Strops and associated privately owned and managed areas – to receive an update.
23. **Community Survey Draft Report –** To receive, consider and agree (paper attached).
24. **Staffing Structure Review –** to receive, consider and agree (paper attached).