



Kesgrave Town Council

Clerk: Mrs Joanna Abbott

Ferguson Way, Kesgrave, Suffolk IP5 2FZ

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Annual Town Council Meeting, Monday 13 May 2024 at 7.15pm

Dear Councillors

Notice of Meeting

You are summoned to attend the Annual Town Council meeting which will take place on Monday 13 May 2024 at 7.15pm in the **Council Chamber, Town Council Office**.

Yours sincerely

J. Abbott

Joanna Abbott
Town Clerk
8 May 2024

AGENDA

1. **Election of Chairman and Declaration of Acceptance of Office** – to agree and complete.
2. **Election of Vice Chairman and Declaration of Acceptance of Office** – to agree and complete.
3. **Welcome and Apologies for Absence** – welcome and to receive and accept any apologies for absence.
4. **Declarations of Interest** –
 - a. To receive, any interests, (these can be made at any point during the meeting).
 - b. Reminder to all Councillors to check and update 'register of interest' via the ESC website.
5. **Appointment of Committee Members** –
 - a. Planning & Development (to agree).
 - b. Community & Recreation (to agree).
 - c. Finance & Governance (to agree).
6. **Appointment of Council Representatives** – to receive, consider and agree (copy attached).
7. **Minutes of the Full Town Council meeting** held on the 22 April 2024 – to receive, consider and agree. (Copy attached).
8. **Chairman's Communication** – to note.
9. **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.
10. **Members of the Public** – to welcome members of the public who may wish to speak or ask any questions.
11. **County and District Councillor Reports** – to receive and note.
12. **Finance & Governance** –
 - a. Flagstone Account – to receive an update.
13. **Planning & Development** –
 - a. Committee meeting minutes; 22 April 2024 (copy attached) – to receive and note.
 - b. Pump Track Application – to receive any update.
14. **KTC Business Plan, second annual review** – to consider and agree (paper attached).
15. **Community Engagement Strategy, investigate and review KTC website and provision of town guide/magazine** – to consider and agree (paper attached).
16. **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).
17. **Date of Next Meeting** – Monday 24 June 2024 at 7.15pm, Town Council Office.
18. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
19. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
20. **Confidential Minutes** –
 - a. Full Town Council meeting held on 22 April 2024 (copy attached). To receive, consider and agree.
21. **Public Open Space and Land Ownership** –
 - a. Long Strops – to receive any update.
 - b. Privately owned and managed areas – to receive any update.