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| **All Members of Saxmundham Town Council are summoned to attend a meeting of the Town Council on**Picture 3 **Monday 13 December 2021 at 7.00 pm at the Market Hall**The public are welcome to attend. **AGENDA****Open Forum:** Members of the public are invited to give their views on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Feedback on Community Infrastructure Levy consultation is welcomed. |
| 1 100/21TC | **Apologies and Approvals of Absence -** To receive apologies for absence. |
| 2101/21TC | **Members Declarations of Interests and Consideration of Requests for Dispensations -** Councillors to declare any Pecuniary or Non-Pecuniary Interests and consideration of any requests for dispensation.  |
| 3102/21TC | **Minutes of the Previous Meeting-**To resolve that the draft minutes of the Saxmundham Town Council meeting held on the 8 November 2021 are a true and correct record. (Appendix 1) |
| 4103/21TC | **County Councillor Report -** To receive a report from County Councillor R. Smith MVO. |
| 5104/21TC | **District Councillor Report** – To receive a report from District Councillor John Fisher. |
| 6105/21TC | **Chair’s Report** – To receive a report from Councillor Jeremy Smith. |
| 7106/21TC | **Minutes of the Previous Committee Meetings:**1. To receive and note the draft minutes of the Resources Committee held on the 29 November 2021 (Appendix 2).
2. To receive and note the draft minutes of the Amenities Committee held on the 22 November 2021 (Appendix 3).
3. To receive and note the draft minutes of the Planning and Development Control Committee held on the 17 November 2021 (Appendix 4).
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| 8107/21TC |  **Financial Matters** 1. To note and ratify the payments and receipts up to the 30 November 2021. (Appendix 5)
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| 9108/21TC |  **Community Infrastructure Consultation (CIL)** To consider initial feedback from CIL Consultation |
| 10109/21TC |  **Platinum Jubilee Tree Planting -**To discuss arrangements for Platinum Jubilee tree planting and consider gift of an oak tree from East Suffolk District Council.  |
| 11110/21TC |  **Motion on potential Community Governance Review -** To discuss and decide on the motion set out in Annex A to this Agenda, in the names of Cllrs J. Smith, D. Eastman and J. Findlay |
| 12111/21TC |  **Neighbourhood Plan** - To receive an oral progress report on the Draft Neighbourhood Plan consultation process.  |
| 14112/21TC |  **Street Lighting –** To consider the Town Council’s response to the changes in heritage lighting |
| 15113/21TC | **Lorry movements Consultation** *–* To consider the Town Council’s response |
| 16114/21TC | **Town Centre Co-Ordinator** *–* To receive a verbal report on appointments |
| 16115/21TC |  **Correspondence -** To note correspondence received since the last meeting. (Appendix 6) |
| 17116/21TC |  **Reports from Councillor representatives on other organisations.** |
| Citizens Advice Bureau Community Partnership East Suffolk Travel Advice (ESTA) Footpath warden Tree warden IP17 Good Neighbour Scheme Patient Participation Group SALCSizewell A & B & C  | Cllr. J. Sandbach Cllr. D Eastman, Cllr. J Fisher Cllr. J Fisher Cllr. J Fisher, Cllr R Hedley Lewis Cllr. D EastmanCllr. J. Sandbach, Cllr. N. HileyCllr D Eastman, Cllr J Fisher, Cllr J SmithCllr. N. Hiley, Cllr. J. Sandbach  |
| **Roz Barnett, Clerk to Saxmundham Town Council, Wednesday, 08 December 2021** |

Please note the appendices to the agenda are included in the Committee Pack and are available on the website.

ANNEX A

**MOTION (Item 11)**

**South Saxmundham Garden Neighbourhood – potential Community Governance Review**

*Motion proposed by Cllrs Jeremy Smith, Diana Eastman, John Findlay:*

Saxmundham Town Council considers that,

(a) in the light of the allocation by East Suffolk Council of the site for the South Saxmundham Garden Neighbourhood (Policy SCLP12.29), which straddles the present parish boundary line between Saxmundham and Benhall,

(b) having regard to government guidance set out in the Guidance on Community Governance Reviews issued jointly by the then Department for Communities and Local Government and the Local Government Boundary Commission for England, and in particular the advice in paragraphs 15 and 26, including the following from paragraph 26, “A review may need to be carried out, for example, following a major change in the population of a community or as noted earlier in this chapter (see paragraph 15) to re-draw boundaries which have become anomalous, for example following new housing developments being built across existing boundaries”,

it would in principle, and subject to appropriate arrangements, be beneficial for the new Garden Neighbourhood community, and for the wider communities of Saxmundham and Benhall, that the new development fall within a single local-level administrative and governance unit, which in this case would be the parish and town of Saxmundham.

Saxmundham Town Council therefore

(i) resolves to invite Benhall Parish Council to work together with a view to making a joint approach to East Suffolk Council requesting it to instigate a Community Governance Review, and to that end, to draw up jointly agreed draft terms of reference and new parish boundary lines to propose for such Review,

(ii) authorizes the Council’s Chair, Vice-Chair and Chair of Resources Committee , together with the Town Clerk, to undertake discussions with Benhall Parish Council on this matter and to report back on the outcome of such discussions, including any jointly agreed proposed terms of reference and proposed new boundaries,

(iii) agrees to inform and consult local businesses and residents, and local organisations, in relation to this initiative.