

Saxmundham Town Council



All Members of Saxmundham Town Council are summoned to attend a meeting of the Town Council on Monday 14 March 2022 at 7.00 pm at the Market Hall

The public are welcome to attend.

AGENDA

Open Forum: *The meeting will open with a short presentation on the work of the Art Station by Clare Palmier*
Members of the public are invited to give their views on issues on this agenda or raise items for future consideration at the discretion of the Chairman.

1 152/21TC	Apologies and Approvals of Absence - To receive apologies for absence.
2 153/21TC	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.
3 154/21TC	Minutes of the Previous Meeting- To resolve that the draft minutes of the Saxmundham Town Council meeting held on the 14 February 2022 are a true and correct record. (Appendix 1)
4 156/21TC	County Councillor Report - To receive a report from County Councillor R. Smith MVO.
5 157/21TC	District Councillor Report – To receive a report from District Councillor John Fisher.
6 158/21TC	Chair’s Report – To receive a report from Councillor Jeremy Smith.
7. 159/21TC	Community Governance Review – To agree the Council’s response to the Consultation (Appendix 2)
8 160/21TC	Carlton Park Industrial Estate Development Proposal - To consider the Council’s response to the development at the Carlton Park Industrial Estate. (Appendix 2a)
9 161/21TC	Minutes of the Previous Committee Meetings: a) To receive and note the draft minutes of the Amenities Committee held on the 21 February 2022 (Appendix 3). b) To receive and note the draft minutes of the Resources Committee held on the 28 February 2022 (Appendix 4). c) To receive and note the draft minutes of the Planning and Development Control Committee held on the 9 February 2022 (Appendix 5).
10 162/21TC	Financial Matters a) To note and ratify the payments and receipts up to the 28 February 2022 for the Town Council (Appendix 6). b) To note and ratify the payments and receipts up to the 28 February 2022 for the Market Hall (Appendix 7). c) To receive a budget report for the Town Council up to the 28 February 2022. (Appendix 8) d) To receive a budget report for the Market Hall up to the 28 February 2022. (Appendix 9)
11 163/21TC	End of Year Arrangements a) To review revised asset register (Appendix 10). b) To review financial regulations (Appendix 11). c) To review management risk assessment (Appendix 12).
12 164/21TC	Community Infrastructure Levy (CIL) - To consider setting up a working group to develop potential projects to be funded from the Community Infra Structure Fund.

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13 165/21TC	To Consider Grant Request - To agree part payment of the Saxmusicfest Grant	
14 166/21TC	Celebrating the Queen's Platinum Jubilee – To agree proposals and budget.	
15 167/21TC	Communications a) To consider revised communications policy (Appendix 13) b) To consider proposal for Archant 750 celebration supplement c) To note arrangements for the Town Guide.	
16 168/21TC	Correspondence – to note correspondence received since the last meeting (Appendix 14)	
17 169/21TC	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 SALC Sizewell A & B & C	Cllr. J. Sandbach Cllr. D Eastman, Cllr. J Fisher Cllr. J Fisher Cllr. J Fisher, Cllr R Hedley Lewis Cllr. D Eastman Cllr. J. Sandbach, Cllr. N. Hiley Cllr D Eastman, Cllr J Fisher, Cllr J Smith Cllr. N. Hiley, Cllr. J. Sandbach
18 170/21TC	To Consider a Motion to Exclude the Public under the Public Bodies (admission to meetings) Act 1960 on the grounds that publicity would be prejudicial to public interest by reasons of the confidential nature of the following business being transacted.	
19 171/21TC	Staffing Matters a) To receive a report on staffing arrangements b) To consider job description and advert for the Finance and Administration Officer (Appendix 15)	

R Barnett

Roz Barnett, Clerk to Saxmundham Town Council, Thursday, 10 March 2022

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