



Bungay Town Council Agenda

Town Councillors are hereby summoned, and members of the public and press warmly invited to attend the Bungay Town Council Meeting on Thursday 18th November 2021, 7.00 pm at The Riverside Centre, The Staithe, Bungay NR35 1BF.

Members of the public and press can view and take part in this meeting using the following link: <https://us02web.zoom.us/j/86205243817?pwd=NFR5VUVaWFRNZGhnV3B4SWZqOE1tZz09>

The Town Council, members of the public and press may record/ film or broadcast this meeting when the press and public are not lawfully excluded. Any member of the public who attends this meeting is advised that the Town Council cannot control 3rd party recording.

Please read the Riverside Centre Risk Assessment and Covid-19 Secure Risk Assessment before attending the meeting in person which can be access by click on [this link](#).

10th November 2021
Wendy Alcock
Clerk to Bungay Town Council

AGENDA

1. **To receive and accept apologies for absence:** - for consideration.
2. **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
3. **To approve the minutes outstanding:** To approve the minutes of the Town Council Meeting held on the 21st October 2021.
4. **Public Forum:** Members of the public are invited to give their views on Town affairs at the discretion of the Chair, for no more than 15 minutes. Members of the public may not take part in the Town Council meeting itself.

Introduction from Richard Poole – Chair of the Skatepark Working Group.

Meeting closed for public participation.

5. **Casual Vacancy to be filled by co-option** – for Consideration.
6. **Town Mayor's Report:** To receive the Mayor's Report from Town Councillor J. Adams – for Information.
7. **County and District Councillors Report:** To receive the reports from County & District Councillor J. Cloke & District Councillor D. Ritchie - for Information.
8. **Financial Reports:**



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- a. **To receive the Bank Reconciliation to 31st October 2021** – for acceptance and approval.
- b. **To receive a statement of the accounts to 31st October 2021 YTD** – for Information.
- c. **To approve payments and receipts** – for consideration.
- d. **To receive a report regarding the Business Rates for BTC premises** – for Information and decision.

9. Review of Bungay Town Council's Committee Structure – for consideration

10. Minutes from Committees: - for Information.

To receive the Committee Minutes of:

- i. Planning, Environment & Highways – 11th November 2021.
- ii. Resources – 4th November 2021.
- iii. Employment – None.
- iv. Police Liaison Committee – None.
- v. Finance, Budget & Strategy – 28th October 2021.

11. To receive meeting notes from Bungay Town Council Working Groups – for information.

- a. Annis Hill Green Working Group – 18th October & 11th November 2021
- b. Asset Working Group – 12th October 2021 & 2nd November 2021
- c. Tourism & Heritage Working Group – 28th October 2021.
- d. Bungay Neighbourhood Development Plan – 29th September 2021.
- e. Emergency Planning Working Group – 27th October 2021.
- f. IT Working Group – None.
- g. Proud of Bungay Working Group - 18th October 2021.
- h. Skatepark Working Group – 9th November 2021.
- i. Bungay old Cemetery Working Group

12. To receive written reports from Town Council Representative on outside bodies – for Information.

- a. Representative required for the Bungay Museum Trust.

13. East Suffolk Consultations on Supplementary Planning Documents and the Draft Cycling and Walking Strategy – Previously circulated for consideration.

14. Suffolk Constabulary survey – Previously circulated for consideration

15. Bungay Museum – Custodian Trustee Transfer and action agreed at the October meeting (04-21-10-2021/22) ***

16. Next Town Council Meeting: Thursday 16th December 2021 - for Information.

Exclusion of Press and Public

(LGA 1972, Part 1, Schedule 12A, Section 100A(4)). To consider whether under Section 100A(4) of the Local Government Act 1972, the press and public should be excluded from the meeting on the grounds that the business to be transacted involves the likely disclosure of exempt information as prescribed in Part 1 of Schedule 12A of the Local Government Act 1972 and indicated against each item marked***