



# BUNGAY TOWN COUNCIL

**Town Councillors are hereby summoned, and members of the public and press warmly invited to attend the Bungay Town Council Meeting on Thursday 20<sup>th</sup> April 2023, 7:00 pm at The Riverside Centre, The Staithe, Staithe Road, Bungay NR35 1BF.**

**Members of the public and press can view and take part in this meeting using the following link:**

Join Zoom Meeting <https://us02web.zoom.us/j/81244541328>

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 3<sup>rd</sup> party recording.

## 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 Thursday 16<sup>th</sup> of March 2023.
- 4. Public Forum: Meeting closed for public participation:**  
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.
- 5. Town Mayor Reports:**  
To receive the Mayor's Report from Town Councillor A. Dawes – for Information.
- 6. County and District Councillor Reports:**
  - a. To receive the reports from County & District Cllr J. Cloke & District Cllr. D. Ritchie.
  - b. To receive the latest Bulletin for the East Suffolk Leader - for information.
- 7. Financial Reports:**
  - a. To note the Bank Reconciliation to 31<sup>st</sup> of March 2023.
  - b. To note the income and expenditure report to 31<sup>st</sup> of March 2023.
  - c. To consider payments due on 20<sup>th</sup> of April 2023 – for acceptance and approval.
  - d. To present feedback from East Suffolk Council on historical CIL value errors and to note and approve CIL figures for publication.
  - e. To provide an update on consolidation of all utility payments for Direct Debit and authorise the Clerk make the changes.
  - f. To note and approve the value of assets on the asset register at the end of the financial year.
- 8. Draft Minutes from committees - for Information:**
  - a. Business Tourism and Heritage Committee 23<sup>rd</sup> of March 2023.

**Bungay Town Council, Town Hall, 1a, Broad Street, Bungay, NR35 1EE**

- b. Community Assets & Services Committee 6<sup>th</sup> of April 2023.
- c. Planning Environment and Highways Meetings 16<sup>th</sup> of March and 13<sup>th</sup> of April 2023.

**9. Update on elections May 2023 and Annual Town Meeting:**

- a. To note the candidates who will be elected to Council in May and agree the advertising of co-option vacancies.
- b. To formally invite all councillors and candidates to the Annual Town meeting.

**10. To consider grant requests**

- a. To consider request for grant of £300 for Bungay Bowls Club.
- b. To consider any late requests.

**11. To note the Coronation events programme**

- a. To formally invite all councillors and candidates.
- b. To agree funding for additional events safety equipment.

**12. To consider changes to existing policies and procedures**

- a. To consider minor amendment to CCTV policy.
- b. To consider amendments to the existing grants policy to incorporate the allocation of CIL funding.

**13. To receive written reports from Bungay Town Council Working Groups – for information:**

**14. To receive written reports from Town Council Representative on outside bodies**

- a. Report from SALC joint planning forum
- b. Report ESC Neighbourhood Plan Group

**15. To consider and note correspondence received:**

**16. Next Town Council Meeting: 18<sup>th</sup> of May 2023-** for Information.

*Rosalind Barnett*

Thursday, 14<sup>th</sup> of April 2023

Rosalind Barnett, Town Clerk, Bungay Town Council, 1a Broad Street, NR35 1EE, Tel 01986 894236