



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 24th March 2022, 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:
<https://us02web.zoom.us/j/89842918648?pwd=RHFGVmlGWkZpTjJHeU8vRig0NVhoZz09>

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.

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 17th February 2022.
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.

Meeting closed for public participation.

5. **Bungay Girlguiding Presentation – the need for improved facilities at the Guide Hall –** to receive presentation.
6. **Ukrainian Refugee Crisis –** for information.
7. **Town Mayor’s Report:** To receive the Mayor’s Report from Town Councillor J. Adams – for Information.
8. **County and District Councillors Report:** To receive the reports from County & District Councillor J. Cloke & District Councillor D. Ritchie - for Information.

Receive the March bulletin for the East Suffolk Leader – Steve Gallant – For information.

9. **Financial Reports:**
 - a. **To receive the Bank Reconciliation to 28th February 2022 –** for acceptance and approval.
 - b. **To receive a statement of the accounts to 28th February 2022 YTD –** for Information.
 - c. **To approve payments due on 24th March 2022 –** for acceptance and approval.



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- 10. Co-option of Town Councillor to replace S. Collins who resigned 31/01/22 – for consideration.**
- 11. Current Vacancy for Bungay Town Clerk and RFO - for information.**
- 12. Suffolk Day & Platinum Jubilee Celebrations: -**
 - i. Platinum Jubilee Working Group Grant Application – for consideration.
 - ii. Suffolk Day Event Proposal – for information.
- 13. Bungay Museum Trust Grant Application – for consideration.**
- 14. Renovations to the Bungay Town Council Mayor’s Chain – for consideration.**
- 15. Minutes from Committees: - for Information.**

To receive the Committee Minutes of:

 - i. Planning, Environment & Highways – 24th February, & 10th March 2022.
 - ii. Report on attendance at East Suffolk North Planning Meeting.
- 16. Proposal for a Committee to oversee all Assets under Bungay Town Council’s control – for consideration.**
- 17. To receive meeting notes from Bungay Town Council Working Groups – for information.**
 - a. Annis Hill Green Working Group – 9th February 2022.
 - b. Asset Working Group – 3rd March 2022.
 - c. Tourism & Heritage Working Group – 16th February 2022.
 - d. Emergency Planning Working Group – February 2022 (see item. 19).
 - e. Jubilee Working Group – February 2022.
 - f. Bungay Neighbourhood Development Plan – February 2022.
- 18. Recommendations by Working Groups - for consideration**

Annis Hill Green Working Group:

 - i. To set up a separate entry within the existing Budget.
 - ii. To set up an Email Account using Bungay Town Council.

Tourism & Heritage Working Group:

 - iii. To agree in principle the purchase of a bench on the Common, to replace one of the three which have been broken.
- 19. Bungay Emergency Plan – for consideration.**
- 20. Community Governance Review – for consideration.**
- 21. To receive written reports from Town Council Representative on outside bodies – for Information.**
- 22. Bungay Temporary Post Office extension 4-weeks to 29th April 2022 – for consideration.**



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23. Next Town Council Meeting: Thursday 21st April 2022 - for Information.

Eddie Rosier

17th March 2022.
Edwin Rosier
Assistant Town Clerk,
Bungay Town Council