



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 23rd June 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/86429413935?pwd=aXZ4QytDYk8wUjNUYW0vZlVaa1RZQT09>

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

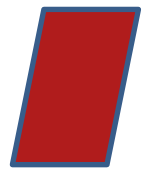
1. **To receive and accept apologies for absence:** - for consideration.
2. **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
3. **To approve the minutes outstanding:** To approve the minutes of the Town Council Meeting held on the 19th of May 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. **Town Mayor Reports:**
 - a. To receive the Mayor's Report from Town Councillor A. Dawes – for Information.
 - b. To note the Council's thanks to all the organisations and individuals who contributed to this memorable weekend of events.
6. **County and District Councillor Reports:**

To receive the reports from County & District Councillor J. Cloke & District Councillor D. Ritchie - for Information.

Receive the June Bulletin for the East Suffolk Leader – Steve Gallant – for information.
7. **Proper Officer and Responsible Financial Officer**
 - a. To welcome Rosalind Barnett to her role as Town Clerk for Bungay Town Council and to formally approve her appointment as Responsible Financial Officer and Proper Officer.
 - b. To agree that Rosalind Barnett be added onto the Unity Bank and Public Sector Deposit Fund bank mandate to instigate payments and view accounts.



8. Conclusion of Financial– 1st April 2021 to 31st March 2022.

- a. To note that the confirmation of the dates for the exercise of public rights 24/6/2022 – 5/8/2022
- b. To receive the statement of significant variance for 2021/2022
- c. To note that the completed AGAR 2021/2022 will be submitted on the 24th of June 2022.

9. Financial Reports:

- a. To receive the Bank Reconciliation to 31st May 2022 – for acceptance and approval.
- b. To receive a statement of the accounts to 31st May 2022 – for Information.
- c. To approve payments due on 23rd June 2022 – for acceptance and approval.
- d. To consider transferring £30,000 from the Unity account to the Public Sector Deposit Fund

10. Committee Membership To receive an updated list of committee members, working group members and Town Council Representatives on outside bodies: for municipal year 2022/23.

11. Invitation to Councillor Networking and Planning meeting. To note planning day on the 28th of July 7pm at the Riverside centre to review Council's projects and priorities.

12. Minutes from Committees: - for Information.

To receive the Committee Minutes of:

- a. Planning, Environment & Highways – 12th May 2022.

13. To review insurance coverage and consider quotations for the Town Council insurance policy.

14. Neighbour Plan

- a. To note the appointment of Chris Collison as the independent examiner
- b. To consider the delegation of responsibility of responding to the independent examiner to the Chair of the Neighbourhood Plan Steering Group.

15. Request from Bungay Guides- to consider request for permission to build a storage shed.

16. To receive Written Reports from Bungay Town Council Working Groups – for information.

- a. Annis Hill Green Working Group – 6th June 2022.
- b. Asset Working Group – no meeting.
- c. Tourism & Heritage Working Group – no meeting.
- d. Emergency Planning Working Group – 23rd June 2022.
- e. Jubilee Working Group – 16th June 2022.
- f. Bungay Neighbourhood Development Plan – no meeting.
- g. Bungay Old Cemetery Working Group – no meeting.

17. To receive written reports from Town Council Representative on outside bodies – for information.

18. Next Town Council Meeting: 21st July 2022 - for Information.

Rosalind Barnett



Bungay Town Council



16th June 2022, Rosalind Barnett, Town Clerk, Bungay Town Council, 1a Broad Street, NR35 1EE, Tel

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