



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 21st March 2024, 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/87526898856>

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.

Public Forum: Meeting open 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. To allow the MP, District Councillors, County Councillor to discuss their views.

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 15th February 2024:**
- 4. Town Mayor Reports:**
 - a. To receive the Mayor's Report from Town Councillor F Betts – for Information.
- 5. County and District Councillor Reports:**
 - a. To receive a verbal update from MP Peter Aldous (if present).
 - b. To receive leader report East Suffolk Council.
 - c. To receive the report from Suffolk County Council – Cllr J Cloke.
 - d. To receive the report from East Suffolk Council - Cllrs. T Hammond and A Specca.
- 6. Financial Reports:**
 - a. To note the Bank Reconciliation and statements to 29th February 2024.
 - b. To note the income and expenditure report to 29th February 2024.
 - c. To consider payments due on 21st March 2024 – for acceptance and approval.
- 7. Financial resolutions for agreement:**
 - a. Allocation of CiL Funds for 2023-2024
 - b. Review of CiL Policy 2024-2025.

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- c. CiL Priorities 2024-2025.
- d. Reserves Policy review March 2024.
- e. End of Year Transfers for Approval.
- f. Reserves Proposals 2024-2025

8. Planning resolutions for agreement, if required:

9. Budget 2024-2025, and approval for payments:

- a. To agree Building Control fees.
- b. To discuss the grant application for Open Garden Grant.
- c. To discuss the grant application for Bungay Rotary Club.

10. Draft Minutes from committees - for Information:

- a. Community Assets & Services Committee 7th March 2024.
- b. Planning Environment and Highways Committee 14th March 2024.
- c. Finance and Governance Committee 14th March 2024.
- d. Business Tourism and Heritage Committee 22nd February 2024.

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

12. To receive written reports from Town Council Representative on outside bodies:

13. To consider and note correspondence received:

14. ADMISSION TO MEETINGS - PURSUANT TO SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 IT IS PROPOSED THAT, BECAUSE OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS.

15. To discuss staff related issues:

- a. To receive staff feedback from the staffing structure.
- b. To agree implementation flexible starting from the 1st April 2024 to June 2024
- c. To delegate responsibility to the Clerk for appointing a toilet cleaner.

16. Next Town Council Meeting: 18th April 2024 - for Information.

Rosalind Barnett

Thursday, 14 March 2024

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