

**Bungay Town Council**  
*Clerk of the Council: Peter Morrow*  
**11 Wharton Street, Bungay, Suffolk NR35 1EL**  
**01986 892361**

**Members are hereby summoned to the 2016 Annual Meeting of this Council which will take place at the Council Chamber, Broad Street, Bungay on Monday 16<sup>th</sup> May at 7.45pm.**  
**I do hope that you will be able to attend.**

**Members of the public are welcome to attend**

**Peter Morrow**  
**11.5.16**

**Agenda**

1. To elect a Town Mayor for the forthcoming year
2. To receive a declaration of office from the Town Mayor
3. To receive apologies
4. To receive interest declarations (Discloseable Pecuniary Interests and Non Pecuniary Interests) and to consider dispensation claims relating to Discloseable Pecuniary Interests under the Suffolk Code of Conduct
5. To elect a Deputy Town Mayor for the forthcoming year
6. To receive public representations (*procedure outlined below\**)
7. To approve the minutes of the meeting of the Council held on 18<sup>th</sup> April 2016
8. To receive correspondence
9. To receive a police report
10. To receive a report from the County Councillor
11. To receive a report from the Environment & Planning Committee and receive notice of planning decisions from Waveney District Council & the Broads Authority
12. To receive a report from the Finance & General Purposes Committee
13. To appoint an Employment Committee (3 members)
14. To appoint an Environment & Planning Committee (7 members)
15. To appoint a Finance & General Purposes Committee (7 members)

16. To appoint a Governance Committee (7 members)
17. To appoint a Grounds & Property Committee (7 members)
18. To make the followings appointments:-
  - Publications and Website editors
  - Section 106 Working Party
  - Local Council Award Scheme Working Party
  - Emergency Planning Working Party
19. To make the following appointments to outside bodies:-
  - BEBA
  - Safer Neighbourhood Scrutiny Panel
  - Bungay Honeypot Centre
  - Bungay Joint Tourism Group
  - Bungay in Bloom
  - Outney Common Owners
  - Bungay Christmas Lights Committee
  - Pride of Bungay Group
  - Waveney Area Meeting of Suffolk Association of Local Councils
  - Sustainable Bungay
  - River Waveney Valley Trust
  - Waveney Play Partnership
20. To vote the Town Mayor's Allowance
21. To consider renewal of the SALC subscription
22. To receive a report from the Town Meeting
23. To receive a report on the Riverside Centre
24. Reports from Council Representatives
25. District Councillors Reports
26. To receive balance details and to approve the following cheques for payment:-
  - Objenix Ltd, DNS annual renewal fee, £60.00; B & B Skip Hire Ltd, skip hire, £93.00; Bungay Printers, newsletter printing, £180.00; Bungay Honeypot Centre, foodbank donation S137, £40.00, hall hire, £15.00, total £55.00; IRS Recruitment, litter pick, £458.78 (S137); Suffolk Association of Local Councils, training fee £264.00, annual subscription (subject to approval of agenda item) £936.20, total £1200.20; C C Betts & Son Ltd, material for replacement bus shelter panels, £1106.88; Mr B Lines, external maintenance work, Riverside Centre, £86.60; Waveney Norse Ltd, cleaning, Riverside Centre, £190.48; R Cooper, electrical safety work, Riverside Centre, £261.68; P J Lee Hire & Sales Ltd, litter pick equipment, £5.21.

\* Agenda item 6. A maximum of 15 minutes will be allowed for this item. Members of the public will usually be allowed up to 3 minutes to raise issues, ask questions or make comments on agenda items or other matters with which the Council is able to deal. At the discretion of the Town Mayor/Chairman the time per speaker may be reduced depending on the number of those wishing to speak. Although notice is not required, those wishing to speak are asked to make this known to the Town Mayor/Chairman or Clerk before the meeting commences.

**Note to councillors:-** reports should be distributed to members by email in advance of the meeting. If you would like me to distribute a report for you please send it by email (subject : Reports) by 5pm on Friday 14<sup>th</sup> May. If you are sending reports direct to other members please ensure that this is done by Saturday 15<sup>th</sup> May and send me a copy.