

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

**Members are hereby summoned to the February meeting of this Council which will take place at the Community Centre, Upper Olland Street on Monday 15<sup>th</sup> February 2016 starting at 7.45pm.**

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

**Peter Morrow**  
**10.2.16**

**Agenda**

1. To accept apologies
2. Interests (Discloseable Pecuniary Interests and Non Pecuniary Interest) and to consider dispensation claims relating to Discloseable Pecuniary Interests under the Suffolk Code of Conduct
3. To approve the minutes of the meeting of the Council held on the 18<sup>th</sup> January 2016
4. To receive public representations (procedure outlined below\*)
5. County Councillor's report
6. To receive a report on local policing matters
7. To receive correspondence
8. To receive a report from the Finance and General Purposes Committee meeting held on the 1<sup>st</sup> February 2016
9. To consider plans received\*\* and to receive planning decisions from Waveney District Council and the Broads Authority
10. To receive a written report from the lorry watch co-ordinator
11. To recommend a new road name for the 4 property new development at Garden Close and a row or terrace name for the 3 property new development at Princes Road\*\*\*
12. To receive a report on the Neighbourhood Development Plan(NDP) and to make any necessary decisions relating to it\*\*\*\*\*
13. To receive a report on the WDC Public WC review
14. To receive a report on the operation of the Riverside Centre
15. To receive a report from the latest councillors' surgery
16. To receive written reports from Council Representatives\*\*\*\*\*
17. To receive reports from District Councillors
18. Town Mayor's Report
19. To receive balance details and approve the following cheques for payment:-  
IRS Recruitment Ltd, litter pick, £495.84; Norse Commercial Services, Riverside, cleaning, £190.48; Mrs S Collins, reimbursed expenses, mileage for training, £31.50, NDP reimbursed expenses, £24.86, total £56.36; Essex & Suffolk Water, Riverside, £288.73, allotments, £47.07, total £335.80; Bungay

Honeypot Centre, room hire, £30.00, foodbank, Section 137, £40.00, total £70.00; P J Lee Hire & Sales Ltd, litter-pick supplies, £5.21.

The correspondence file will be available for members' perusal at the WDC Local Office on Thursday 11<sup>th</sup> February (office hours) and Monday 15<sup>th</sup> February (to 12 noon).

\* **Agenda item 4.** A maximum of 15 minutes will be allowed for this item. Members of the public will usually be allowed up to 3 minutes to make comments on agenda items. 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.

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The following plans will be considered:-

DC/16/0159/PN3, Mr T Fuller, prior notification, use as cafe and soft play area, Oaklands Farm, Flixton Rd.

DC/16/0037/FUL, Mr R Flatt, replace existing front windows and door with UPVC windows and composite door, 49 Southend Rd.

All plans will be available for inspection from 7.30pm on the evening of the meeting and on the WDC and Broads Authority planning portals as appropriate.

\*\*\* The numbering of existing property in Garden Close does not allow for the clear numbering of the new properties as part of Garden Close. With regard to Princes Rd it is intended that the postal addresses of the new property will be 1/2/3 X Terrace/Row, Princes Rd.

\*\*\*\* If any decisions need to be made details will be sent to members in accordance with the note below.

\*\*\*\*\* **Note for councillors making reports to the above meeting.**

**Reports from Council representatives are required in written form and should be distributed electronically to members.**

**If you wish the Clerk to distribute these for you they should be sent to him in electronic form ([townclerk@bungaytowncouncil.gov.uk](mailto:townclerk@bungaytowncouncil.gov.uk)) to arrive no later than 5pm on Friday 12<sup>th</sup> February. Please show 'Reports BTC' in the subject box.**

**If reports are sent directly to members please ensure that they are sent by email no later than Saturday 13<sup>th</sup> February and copied to the Town Clerk (subject : Reports BTC).**