

**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 March meeting of this Council which will take place at the Council Chamber, Broad Street on Monday 21<sup>st</sup> March 2016 starting at 7.45pm.**

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

**Peter Morrow**  
**16.3.16**

**Agenda**

1. To accept apologies
2. To note receipt of declarations of acceptance of office from new members
3. Interests (Discloseable Pecuniary Interests and Non Pecuniary Interest) and to consider dispensation claims relating to Discloseable Pecuniary Interests under the Suffolk Code of Conduct
4. To approve the minutes of the meeting of the Council held on the 15<sup>th</sup> February 2016
5. To receive public representations (procedure outlined below\*)
6. County Councillor's report
7. To receive a report on local policing matters
8. To receive correspondence
9. To receive a report from the Finance and General Purposes Committee meeting held on the 7<sup>th</sup> March 2016
10. To consider plans received,\*\* to receive a report from the Environment and Planning Committee meeting held on the 7<sup>th</sup> March 2016 and to receive planning decisions from Waveney District Council and the Broads Authority
11. To receive a report from the Governance Committee meeting held on 7<sup>th</sup> March 2016
12. To appoint the new members to one of the Council committees
13. To make a nomination to the Heritage Project team
14. To receive a report on the Neighbourhood Development Plan (NDP) and to make any necessary decisions relating to it\*\*\*
15. To consider the licence terms offered by WDC for continuing use of the Council Chamber after 31 March 2016
16. To make a contribution of £150 to part fund a feasibility study for a potential joint tourist/economic development initiative
17. To receive an updated risk assessment report
18. To receive details of proposed new Broads Authority signage at the Staithe
19. To make arrangements for the annual Town Meeting
20. To receive a report on the operation of the Riverside Centre
21. To receive a report from the latest councillors' surgery

22. To receive written reports from Council Representatives\*\*\*\*
23. To receive reports from District Councillors
24. Town Mayor's Report
25. To receive balance details and approve the following cheques for payment:-  
IRS Recruitment Ltd, litter pick, £495.84; Suffolk Association of Local Councils, training fee, £30.00; Bungay Printers, NDP costs, £96.00; PDQ Digital Media Solutions Ltd, bus timetable poster, £122.40; C M Stanforth, window cleaning, Riverside, £54.00.

The correspondence file will be available for members' perusal at the WDC Local Office from Thursday 17<sup>th</sup> March during office hours.

**\* Agenda item 5.** 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/16/1015/FUL, Miss N Meakin, construction of a single storey rear extension with timber lantern to flat roof, 21 Staithe Rd.

DC/16/0668/FUL, Ms Reilly & Ms Williams, replacement windows, The Coach House, 19 Scales St.

DC/16/0573/FUL, Mr & Mrs M Testro, construction of a new 2 storey dwelling, 23 Trinity St.

DC/16/0761/FUL, BH Development (Norfolk) Ltd, construction of a bungalow, 22 Annis Hill 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.

\*\*\* 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 directly to members by email by Saturday 19<sup>th</sup> March and copied to the Clerk.**

**Please show 'Reports BTC' in the subject box.**