

**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 20<sup>th</sup> February 2017 starting at 7.45pm (but please see below\*)**

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

**Peter Morrow**  
**15.2.17**

**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 16<sup>th</sup> January 2017
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 & General Purposes Committee held on the 6<sup>th</sup> February 2017
9. To consider plans received \*\*\* to receive a report from the Environment and Planning Committee meeting held on the 6<sup>th</sup> February 2017 and to receive planning decisions from Waveney District Council and the Broads Authority
10. To receive a report from the Grounds & Premises Committee meeting held on the 6<sup>th</sup> February 2017
11. To approve a revised risk assessment document
12. To appoint a representative to the All Hallows Healthcare Trust Advisory Group for a maximum term of 5 years or on ceasing to be councillor if sooner.
13. To receive a Lorry Watch report
14. To consider allowing members individual access to the SALC web site
15. To consider a proposal to suspend the operation of the Employment Committee and to delegate to the Governance Committee the task of considering and recommending to the Council an alternative body who will report to the Council on employment and HR matters and to formulate draft terms of reference for this body
16. To receive a report about the provision of office accommodation
17. To receive a report on the operation of the Riverside Centre
18. To receive a report from the latest councillors surgery
19. To receive written reports from Council Representatives\*\*\*\*
20. To receive reports from District Councillors
21. Town Mayor's Report

22. To receive balance details and approve the following cheques for payment:-

IRS Recruitment Ltd, litter pick, £764.64; Bungay Honeypot Centre, room hire, food bank (S137), £50.00; Worker Bee Publishing Ltd, report, £568.80; Friends of St Mary's, room hire, £30.00; Suffolk Association of Local Councils, training fees, £228.00; Bungay Black Dog Marathon, donation (S137) £200.00 (subject to approval of committee recommendation); Bungay Honeypot Centre, donation re youth club provision (S137), £650 (subject to approval of committee recommendation ); Essex & Suffolk Water, water charges allotments £49.15, Riverside, £49.15, total £98.30; Mrs J Cloke, mileage for 2 training courses, £55.80.

The correspondence file will be available for members' perusal before the meeting.

\* Before the meeting begins Shona Bendix Chief Executive of SALC will brief the Council about the Local Council Award Scheme. This briefing will commence at 7.20pm. All members are requested to attend.

\* **\*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 plan will be considered:-

DC/17/0378/FUL, Mr R Patrick-Beal, retrospective application – replace plastic windows and door with new Energy A rated windows and doors, 4 Nethergate Street.

DC/17/0496/TCA, Mr T Harrison, tree work, rear garden 9 Wingfield St.

DC/170432/FUL, Mr & Mrs G Moran, construction of a 2 storey rear extension, 22 Beccles Rd.

BA/2017/0035/TCAA, land north of Meadow House, 30 the Maltings, remove willow tree.

BA/2017/0045/TCAA, The Maltings, Staithe Rd, fell robinia tree.

The plans will be available for inspection from 7.30pm on the evening of the meeting (WDC plans) and on the WDC and Broads Authority planning portals. Informal site visits carried out by members should be conducted from the highway or other publicly accessible land and, during the course of it, members should not engage with either the applicant or any potential objectors who should be advised to submit comments in writing directly to the Council.

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

**Reports from Council representatives are required in written form and should be emailed directly to members by Saturday 18<sup>th</sup> February and copied to the Clerk.**

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