

**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 June meeting of this Council which will take place at the Community Centre, Upper Olland Street on Monday 19<sup>th</sup> June 2017 starting at 7.45pm.**

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

**Peter Morrow**  
**14.6.17**

**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 Annual Meeting of the Council held on the 15th May 2017
4. To receive public representations (procedure outlined below\*)
5. County Councillor's report
6. To receive correspondence
7. To receive a report from the Finance & General Purposes Committee held on the 5th June 2017
8. To consider plans received \*\* to receive a report from the Environment and Planning Committee meeting held on the 5th June 2017 and to receive planning decisions from Waveney District Council and the Broads Authority
9. To receive a report from the Governance Committee on the revised standing orders
10. To make arrangements for the 2017 garden competition
11. To appoint a representative to the Bungay Heritage Project
12. To appoint police liaison representative(s)
13. To receive a report from the BNDP review group
14. To authorise the Clerk to sign the licence agreement relating to the provision of office accommodation at the WDC Local office in Broad Street
15. To consider in principle the installation of CCTV in Bungay Town centre
16. To receive the accounts for the year to 31st March 2017, to receive a report from the internal auditor and to agree completion of the annual governance statement for 2016/17
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:-

Bungay Honeypot Centre, room hire, food bank (S137), £50.00; Worker Bee Publishing Ltd, report, £568.80; WDC, business rates, Riverside, £54.00; Waveney Norse Ltd, Riverside cleaning, £196.19; Mayday Office Equipment Services Ltd, photo-copy service charge, £11.11; C M Stanforth, Riverside, window cleaning, £30.00; Bungay Printers, civic award certificates(S137), £10.00; P J Lee Hire & sales Ltd, litter-pick equipment, £59.99; Zurich Municipal, annual premium, £3035.00.

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

**\* 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/17/2173/LBC, Mr P Roe, listed building consent, replacement rear window, 1 Upper Olland St

DC/17/2016/FUL, Mr A Halsall, change of use of existing coach house to holiday let accommodation, 6 Cross St

DC/17/2017/LBC, Mr A Halsall, listed building consent, change of use of existing coach house to holiday let accommodation. 6 Cross St

DC/17/2043/FUL, Mr A Halsall, new external door, 6 Cross St

DC/17/2044/LBC, Mr A Halsall, listed building consent, new external door, 6 Cross St

The plans will be available for inspection from 7.30pm on the evening of the meeting and on the WDC planning portal.

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 17th June and copied to the Clerk.**

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