

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 Community Centre, Upper Olland Street on Monday 19th March 2018 starting at 7.45pm.

Members of the public are welcome to attend.

Peter Morrow

14.3.18

Agenda

1. To accept apologies
2. To note receipt of acceptance of office declarations 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 19th March 2018
5. To receive public representations (procedure outlined below*)
6. To receive a report from the County Councillor
7. To receive correspondence
8. To consider plans received,** receive planning decisions from WDC and the Broads Authority and receive a report of a meeting of the Planning & Environment Committee held on Monday 5th March 2018
9. To receive a report of a meeting of the Finance & General Purposes Committee held on Monday 5th March 2018
10. To receive a report of a meeting of the Grounds & Premises Committee held on the Monday 5th March 2018
11. To receive details of the job description of the proposed new employee, to agree it and set a timetable for making the appointment
12. To agree provision of a basket swing for the Garden Close play area using section 106 funds designated for expenditure at this play area (cost approx £900)
13. To review the Council's Risk Assessment document
14. To receive a report on the proposed use by Suffolk County Council of the former middle school buildings in Hillside Road East as a Pupil Referral Unit and to consider the Council's response to this proposal
15. To receive a financial update from the BNDP group and to agree group expenditure for the next quarter
16. To consider having meetings of the Council in alternate months at the Riverside Centre rather than the Community Centre
17. To consider the Council's future budget setting process
18. To consider whether audio recordings of Council Committee and Full meetings currently available and those of all future meetings shall be made publicly accessible by uploading them onto the Council website
19. To consider the appointment of a Lorry Watch scheme co-ordinator

20. To consider Council appointments to outside bodies where those appointed have resigned from the Council*** and to appoint a representative to attend RBL meetings to consider WWI 100 anniversary events
21. To appoint new members to standing committees and working parties of the Council****
22. To receive a report from the LCAS working party
23. To receive a report from the latest councillors surgeries
24. To receive written reports from Council representatives*****
25. To receive reports from District Councillors
26. To receive balance details and approve the following cheques for payment:-

Bungay Honeypot Centre, food bank (S137), £40.00, hall hire £30.00, total £70.00; T S James, BNDP costs, £150.00; IRS Recruitment, litter-pick £371.95; Suffolk Association of Local Councils, expenses, attendance of Deputy CEO at meeting 19th February, £46.86; Norse Commercial Services Ltd, Riverside cleaning Dec - Feb, £550.75; NWG Business, water charges, Riverside, £774.02; P Morrow, balance salary £896.18, reimbursed expenses, £194.76, total £1090.94; HMRC, PAYE and NIC, balance 17/18, £1998.00; Sprake & Kingsley client account, donation re BBDRC land purchase, £1000.00.

* **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.

** Plans received : DC/18/ 0715/LBC, Mr C Townsend, listed building consent, replace 1 front downstairs and 2 rear upstairs windows at 18 Bridge St and 1 rear kitchen window at 16 Bridge St.
DC/18/0984/FUL, Mr J Crickmore, provision of calf shed to rationalise existing arrangements, Fen Farm, Flixton Rd.
WDC plans will be available for inspection from 7.15pm 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.

*** Bungay Honeypot Centre, Waveney Area Meeting of SALC, River Waveney Valley Trust

****F&GPC, Environment & Planning, Grounds & Premises, Publications & Website editors, LCAS

***** **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 February and copied to the Clerk. Please show 'Reports BTC' in the subject box.