**You are hereby summoned to attend the Bungay Town Council Meeting to be held on Thursday 15th August 2019 at 7.00 pm at The Riverside Centre, The Staithe, Bungay.**

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



8th August 2019

Jeremy Burton

Clerk to Bungay Town Council

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**AGENDA**

1. **To receive and accept apologies for absence**:
2. **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
3. **To approve the minutes outstanding:** 
   1. To approve the minutes of the Town Council Meeting held on 18th July 2019.
   2. To approve the confidential minutes of the Town Council Meeting held on 18th July 2019.
4. **Public Forum:** Members of the public are invited to give their views on Town affairs at the discretion of the Chairman, for no more than 15 minutes. Members of the public may not take part in the Parish Council meeting itself.
5. **Town Mayor’s Report:** To receive the Mayor’s Report Including an update on the Civic Reception. – For Information.
6. **To receive a report from County Councillor: Cllr. D Ritchie –** For information.
7. **To receive a report from District Councillor: Cllr. J Cloke -** For information.
8. **Town Clerk’s Report:** To receive the Clerk’s Report including updates on (a) CCTV, (b) ATM, (c) Assistant Clerk Vacancy, (d) Temp. additional office support, (e) Committee Structure, – For information.
9. **Financial Reports:**
   1. **To receive the Bank Reconciliation to 31st July 2019** – for acceptance and approval.
   2. **To receive a statement of the accounts to 31st July 2019 YTD** – for information.
   3. **To approve payments and receipts** – for consideration.
10. **Response to reply from Bungay Castle Trust regarding former Kings Head Building-** For consideration**.**
11. **Local Council Award Scheme (LCAS) – Quality Award Scheme** – For consideration**.**
12. **Request for assistance with the weekly Town Market** – For consideration**.**
13. **Response to request from NHS Great Yarmouth & Waveney CCG – ‘What would you like to see in our five year plan for health and care ?** – For consideration**.**
14. **Reports from Committees:**

To receive the Committee Minutes of:

1. Planning & Environment –20th June 2019.
2. Communications – None. (To be signed off at next Governance, Employment & Finance Committee).
3. Grounds, Premises & Amenities – None
4. Highways & Transport – (To be signed off at next Planning, Environment, & Highways Committee).
5. Legal & Finance – None.
6. Riverside Centre Sub – Committee – (To be signed off at Grounds, Properties and Amenities Committee).
7. **To receive written reports from Town Council Representative on outside bodies.**
8. **Date of next Town Council Meeting: Thursday 12th September 2019 -** for information**:**