



Saxmundham Town Council

The Old Police Station, Station Approach, Saxmundham,
Suffolk, IP17 1BW, Tel: 01728 604595, VAT Registration
No: 571060663 email townclerk@saxmundham.org

6th November 2018

Saxmundham Town Councillors, you are hereby summoned to attend a SAXMUNDHAM TOWN COUNCIL MEETING, at the Market Hall, on Monday 12th November 2018 at 7.15pm for the purpose of transaction the following business:

----- Town Clerk/RFO

PUBLIC FORUM:

REPORT FROM THE COUNTY COUNCILLOR:.

REPORT FROM THE DISTRICT COUNCILLORS:

AGENDA

1. TO RECEIVE DECLARATIONS OF INTEREST:

- To receive amendments to the register:
- To receive declarations of pecuniary interest in respect of items on the agenda:
- To receive declarations of non-pecuniary interest in respect of items on the agenda:
- To consider full/partial dispensations for pecuniary interests declared:

2.TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE:

3.TO APPROVE AND SIGN AS A TRUE RECORD THE TOWN COUNCIL MINUTES HELD ON THE 8th OCTOBER 2018:

4. CHAIRMAN'S/TOWN CLERK'S ANNOUNCEMENTS:

- **TO REMIND ALL COUNCILLORS OF THE TRAINING DATE BOOKED FOR 7pm ON MONDAY 26th NOVEMBER 2018 AT THE OLD POLICE STATION:**

5. TO RECEIVE AN UPDATE REGARDING THE NEIGHBOURHOOD PLAN:

6. TO RECEIVE A REPORT FROM THE RESOURCES COMMITTEE AND AGREE THE ITEMS LISTED BELOW:

- **To agree the Authorisation for payment of STC cheques:**
- **To receive a report on the bank reconciliations to the end of October 2018:**
- **To agree to adopt the Disciplinary Procedure :**

- To agree the Council's draft Health and Safety Policy:
- To agree the revised Standing Orders:
- To consider and agree a review of the Child Protection policy:
- To agree the Job description for the Town Clerk

7. TO DISCUSS THE CHRISTMAS EVENT AND ENSURE ALL STALL HOLDERS ARE COMPLIANT WITH INSURANCE ARRANGEMENTS:

8. TO RECEIVE A REPORT FROM THE SERVICES AND AMENITIES COMMITTEE:

- To consider and agree the action from the RoSPA reports (PREVIOUSLY CIRCULATED):

9. TO CONSIDER THE CIRCULATED OUTLINE TENDER DOCUMENT REGARDING THE YOUTH PROVISION:

10. TO CONSIDER THE LACK OF RESPONSE REGARDING THE RETENTION MONEY FOR THE SKATE PARK:

11. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:

12. DATE AND TIME OF NEXT MEETING: 10th DECEMBER 2018 at 7.15pm