



Saxmundham Town Council

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5th April 2017

Saxmundham Town Councillors, you are hereby summoned to attend a meeting of Saxmundham Town Council at the Market Hall on Monday 10th April 2017 at 7.15pm for the purpose of transacting the following business.

- Assistant Town Clerk to the Council

A talk by Active Communities officers from SCDC will take place during the public forum.

A PUBLIC FORUM of up to 15 minutes will be held prior to the formal meeting at which members can raise matters.

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 MINUTES OF 13 FEBRUARY 2017 TOWN COUNCIL MEETING (PREVIOUSLY CIRCULATED):

4. TO NOTE THE STATUS OF ACTIONS ARISING FROM THAT MEETING:

Action	By	Status
Public forum April 2016 mention of dumped waste.	Cllr Trotter-Langlois.	Update required from Cllr Trotter-Langlois.
Assistant Town Clerk to arrange a separate meeting with STC's neighbourhood planning consultant.	Assistant Town Clerk.	Assistant Town Clerk has been in contact with STC's neighbourhood planning consultant – meeting to be held in May 2017 with the consultant – date to be confirmed.
Assistant Town Clerk to draft terms of reference for the newly formed Men in Sheds committee before the next town council meeting.	Assistant Town Clerk	Ongoing.

Assistant Town Clerk to circulate the H&S report to all councillors.	Assistant Town Clerk	Circulated electronically on 21/03/17.
Assistant Town Clerk to present the SLA by the next full town council meeting.	Assistant Town Clerk	Currently still being constructed.
Assistant Town Clerk to explore funding sources for a controlled crossing in Rendham Road, Saxmundham.	Assistant Town Clerk	Ongoing.

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

6. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT TOGETHER WITH THE ACCOUNTING STATEMENTS 2016 – 2017: Papers to be circulated.

7. TO RECEIVE A REPORT FROM THE FINANCE COMMITTEE AND CONSIDER ITS RECOMMENDATIONS ON THE FOLLOWING:

- To agree the expenditure to the end of MARCH 2017:
- Payment for utility supplies (energy, telephone, water and any national non-domestic rates) to be paid by variable direct debit (please refer to financial regulation 6.7):
- Payment for salaries of Saxmundham Town Council staff to be paid via internet banking (please refer to financial regulation 6.10):
- To issue the Town Clerk and the Assistant Town Clerk with a debit card (please see financial regulation 6.18 and 6.19):
- To discuss and decide on the quotation for various works that need to be undertaken by Saxmundham Town Council:
- To receive an update regarding the lone worker alarm:
- To discuss the changes to VAT accounting in the Saxmundham Town Council financial system:
- To receive an update to the budget sheet for 2016/2017:

8. TO RECEIVE AN UPDATE ON WORKS AT THE POLICE STATION:

9. TO RECEIVE AN UPDATE ON HEALTH AND SAFETY:

10. TO RECEIVE A REPORT FROM THE MARKET HALL MANAGEMENT COMMITTEE:

11. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE AND TO DISCUSS THE FOLLOWING APPLICATIONS:

DC/17/0941/FUL	Hall Farmhouse, Church Street, Saxmundham, IP17 1ER.	Erection of a new dwelling within the existing garden of Hall Farmhouse.
DC/17/1026/FUL	Ravenscroft, 47 Rendham Road, Saxmundham, IP17 1EA.	Extensions and alterations to existing dwelling to create additional accommodation as shown on submitted drawings.

- To discuss and decide on renewing planning permission for the porta-kabin located on the Memorial Field:

12. TO RECEIVE AN UPDATE REGARDING THE TERMS OF THE LEASE AGREEMENT BETWEEN DISABILITY ADVICE SERVICE AND SAXMUNDHAM TOWN COUNCIL FOR USE OF THE POLICE STATION BUILDING:

13. TO RECEIVE AN UPDATE ON THE FOLLOWING:
 - FENCED OFF SKATEPARK:
 - SEAMAN AVENUE PLAY AREA – NOT IN FULL USE DUE TO FENCED OFF TREE STUMP LOCATED IN SEAMAN AVENUE PLAY AREA:
14. TO RECEIVE AN UPDATE ON THE PROPOSED SAXMUNDHAM BIKE TRACK:
15. TO DISCUSS THE POSSIBILITY OF HAVING A SAXMUNDHAM BEER FESTIVAL ON THE MEMORIAL FIELD:
16. TO RECEIVE AN UPDATE REGARDING THE PROPOSED MEN IN SHEDS PROJECT:
17. TO RECEIVE A REPORT REGARDING THE PROPOSED ART STATION:
18. TO RECEIVE AN UPDATE ON THE POSSIBLE INSTALLATION OF OUTDOOR GYM EQUIPMENT:
19. TO RECEIVE REPORTS FROM REPRESENTATIVES OF VARIOUS OTHER BODIES INCLUDING WORKING PARTIES:
20. DATE AND TIME OF NEXT MEETING:

MEMBERS OF THE PUBLIC WELCOME