



HALESWORTH TOWN COUNCIL

Waveney Local Office
London Road
Halesworth

To members of the Council: You are hereby summoned to attend the monthly meeting of Halesworth Town Council which will be held on **Monday 5th March, 2018 at 7.00 p.m.** in the DAY CENTRE ROOM, Ground Floor, at the above address.

Members of the public and the Press are welcome to attend and may ask questions on Agenda items in the Public Session, otherwise they are respectfully requested to remain silent during the meeting.

Yours faithfully

N.J.Rees
Town Clerk

AGENDA

1. **Apologies:** To receive any apologies for absence.
2. **Declarations of interest:** To receive declarations for pecuniary and non-pecuniary interests and to receive any requests for dispensation.
3. **Election:** To announce the result of the election for the two vacant positions on the Town Council and to welcome the new councillors.
4. **Declaration of acceptance of office:** To formally receive the signatures of the new councillors for the 'Declaration of acceptance of office' and to confirm that all Councillors are bound by Halesworth Town Council's Code of conduct (adopted 2nd July, 2012).
5. **Minutes:** To receive the minutes of the monthly meeting of the Council held on the 5th February, 2018.
6. **Matters Arising:** Matters arising from the minutes
7. **Chair's Report:** To receive a report for February, 2018
8. **Police Report:** To receive a monthly report on Police related matters.
9. **Public Session:** [15 minutes on agenda items]
10. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors; Cllr Fleming's report on the meeting at the Cut for a future event in the park. Cllr Fleming's report on the Play sites in the town. Any other reports.
11. **Council appointed Trustees and reps on outside bodies:** New Councillors and existing Councillors to consider the current list of 'reps on outside bodies'. The Council will consider any changes for the next meeting in April after Cllr Lewis and Cllr Wollweber have completed their review.
12. **District & County Reports:** To receive a report.

13. **Communications Committee:** To receive a report on the Communications Committee meeting held on the 19th February, 2018.
14. **Town Development Committee:** To receive a report on the Town Development Committee meeting held on the 12th February, 2018
15. **Financial Matters:**
 - a) To receive a report on the Finance Committee meeting held on the 19th February, 2018.
 - b) To consider a donation to Supporting Tanzanian Orphans and Widows (STOW) on behalf of Mr Martin Stevens who chaired the Hustings event.
 - c) Insurance, to note the renewal of the Council's insurance listed on the accounts for payment and to approve payment of the Day Centre Insurance at £274.22
16. **Standing Orders:** To consider the amendments to the Standing Orders as recommended in the internal audit.
17. **Free Parking:** Update on contributions received and to approve payment of the free parking for April 2018 – March 2019.
18. **Annual Parish Meeting:** To acknowledge the date of the Annual Parish meeting scheduled for 12th April, 2018 at 7pm at the Edgar Sewter School.
19. **Neighbourhood Plan Steering Group:** To receive an update.
20. **London Rd Building:** To arrange a meeting of the full Council in April and to receive an information pack from the Clerk.
21. **Correspondence:** To consider any correspondence; SCC response to footpath concerns in Wissett Close.
22. **Accounts for Payment:** To approve the accounts for payment.