



HALESWORTH TOWN COUNCIL

Waveney Local Office
London Road
Halesworth

To members of the Council: You are hereby summoned to attend the **Annual** meeting of Halesworth Town Council which will be held on **Tuesday May 8th, 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

A handwritten signature in black ink, appearing to read 'N.J. Rees'.

N.J.Rees
Town Clerk

AGENDA

Part 1 Annual Meeting of the Council

1. **Election of Chair and to receive the Chair's Declaration of Acceptance of Office.**
2. **Election of Vice Chair and to receive the Vice Chair's Declaration of Acceptance of Office.**
3. **Apologies:**
4. **Register of Interests:** To confirm Members have updated their interests.
5. **Declarations of interest:** To receive declarations for pecuniary and non-pecuniary interests and to receive any requests for dispensation.
6. **Minutes:** To receive the minutes of the Annual meeting of the Council held on 8th May 2017.
7. **Review of current Working groups:** To consider dissolving the following working groups; GAPP, Local Plan, Grant Policy & Financial Regulations, London Rd Working Group Business Plan and to form any new Working groups or Committees; Community Infrastructure Funding Working group and any others.
8. **Election of Committee Members:** Finance, Planning, Communications, Town Development Committee
9. **Election of Working Group Members;** Personnel, Station Building, Communication, London Rd Building Working Group, Neighbourhood Plan Steering Group, Urban Improvement.
10. **Review of Outside Bodies membership and to consider the Representation on Outside Bodies Protocol.**
11. **To determine Council representation on Outside Bodies:**

Part 2 Monthly Meeting of the Council

12. **Minutes:** To confirm as a true record the minutes of the Monthly meeting held on the 9th April, 2018.
13. **Chair's Report:** To receive a report for April 2018.
14. **Police Report:** To receive a written (Annual/monthly) Police report.
15. **Public Session:** [15 minutes on agenda items]
16. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors.
17. **Annual Parish Meeting Report:** To receive a report on the Annual Parish meeting held on the 12th April, 2018
18. **District & County Reports:** To receive any reports.
19. **Town Development Committee:**
 - a) To receive a report on the meeting held on the 16th of April. 2018
 - b) Update on the Yellowfish and Flood Management projects
20. **Financial Matters:**
 - a) To receive a report on the meeting held on the 23rd of April, 2018
 - b) To consider the recommendation of the Finance Committee to approve the grant application from Halesworth Events Management for the Festive lights.
 - c) To receive a summary of the accounts prior to the internal audit on the 10th May, 2018
21. **Planning Committee:** To receive a report on the 'Extraordinary' meeting held on the 11th April, 2018 and a report of the pre-application meeting with Campus on the 25th April, 2018.
22. **Teen shelter:** Update on any progress and funding options.
23. **WDC Local Plan:** To consider HTC's response.
24. **Facebook:** To consider the proposed protocol for managing the site and an update on progress.
25. **Dame Tamsyn Imison award:**
26. **Correspondence:**
27. **Items for the Website/Noticeboard/Newsletters/Library.**
28. **Accounts for Payment:** To approve the accounts for payment.