



# 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 1<sup>st</sup> October, 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**

1. **Apologies:**
2. **Declarations of interest:** To receive declarations for pecuniary and non-pecuniary interests and to receive any requests for dispensation.
3. **Minutes:** To confirm as a true record the minutes of the monthly meeting held on the 3<sup>rd</sup> September, 2018
4. **Matters arising from the Minutes:**
5. **Casual Vacancy:** Notification of a vacancy on the Town Council.
6. **Chair's Report:** To receive a report for September 2018.
7. **Police Report:** To receive a Police report.
8. **Public Session:** [15 minutes on agenda items]
9. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors:
10. **District & County Reports:** To receive any reports.
11. **To consider any amendments to the list of 'Committees and Working Groups and Reps on outside bodies'.**
12. **Communications Committee:** No report as the Committee has not met since the last monthly meeting.
13. **Town Development Committee (Ad-Hoc):** To receive a report on the meeting held on the 10<sup>th</sup> September and confirm the decisions made at that meeting.
14. **Urban Improvement Working Group:** To consider whether this group should be adopted by the Town Council and/or a new dedicated Highways Working Group is formed to replace it.
15. **Financial Matters:** To receive a report on the meeting held on the 17<sup>th</sup> September, 2018

16. **Planning Committee:**
  - a) To receive report on the Planning Committee meeting held on the 24<sup>th</sup> September.
  - b) To receive any feedback from the presentation at the Rifle Hall by Richborough Estates.
17. **Play Areas Review:** To receive any updates.
18. **Neighbourhood Plan Steering Group:** To receive a report on the meeting on the 19<sup>th</sup> September, 2018 and a verbal report on the Consultation evening on the 27<sup>th</sup> September.
19. **Forum Meeting:** To receive a report on the Forum meeting held on the 13<sup>th</sup> September, 2018.
20. **Halesworth Community Award:** To receive a report on the Launch event at the Library.
21. **Maintenance:** (a) Re-painting the Container on Saxon Allotments, (b) Increase Email capacity to 100GB (£15.99).
22. **Correspondence:** Parking Draft Order, Lowestoft Records Office.
23. **Items for the Website/Noticeboard/Newsletters/Library.**
24. **Accounts for Payment:** To approve the accounts for payment.