



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 3rd September, 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 2nd July 2018.
4. **Matters arising from the Minutes:**
5. **Chair's Report:** To receive a report for July and August 2018.
6. **Police Report:** To receive a Police report.
7. **Public Session:** [15 minutes on agenda items]
8. **Reports on meetings and events attended by Council representatives:** To receive any reports on meetings or events attended by Councillors: Network Rail meeting, HdCF AGM, HACT AGM
9. **To consider any amendments to the list of 'Committees and Working Groups and Reps on outside bodies'.**
10. **District & County Reports:** To receive any reports.
11. **Communications Committee:** To receive a report on the meeting held on the 9th July.
12. **Town Development Committee:** To receive a report on the meeting held on the 9th July
13. **Financial Matters:** To receive a report on the meeting held on the 16th July, 2018
14. **Planning Committee:**
 - a) To receive reports on the Planning Committee meetings held on the 16th July and the 6th August, 2018.
 - b) CCWG (Community Centre Working Group): To receive reports on the meetings held on the 25th July, 1st August and the 14th August, 2018.

- c) To approve the Terms of Reference’.
- d) To consider the proposed ‘Development Brief’ for submission to the Inspector of WDC’s Local Plan.
- e) To consider the transfer of the CCWG from a working group of the Planning Committee to a working group of the Town Council.

15. **Play Areas Review:** To receive a report
16. **Summer Activities event:** To receive a report on the two day event at the Apollo Centre
17. **Neighbourhood Plan Steering Group:** To receive a report on the next meeting on the 15th August, 2018.
18. **Forum Meeting:** To review items for discussion at the Forum meeting on the 13th September, 2018.
19. **Halesworth Community Award:** To review arrangements.
20. **Maintenance:**
21. **Correspondence:** Black Dog Antiques – Access to the Market Place.
22. **Items for the Website/Noticeboard/Newsletters/Library.**
23. **Accounts for Payment:** To approve the accounts for payment.
24. **Staff Matters:** Mobile Phone