



NOTICE OF MEETING

Town Councillors are summoned to attend the Carlton Colville Town Council meeting at Carlton Colville Community Centre, Hall Road, on Wednesday 7th July 2021. The meeting will start at 6.00 pm. At 8.30 pm there will be a watershed and, if agreed the meeting will continue but it will carry on no later than 9.00 pm.

Due to Coronavirus restrictions there is a limit on the number of members of the public who can attend this meeting in person. Please contact the Clerk on Tel: 01502 521959
Please read the Risk Assessment and Covid-19 Secure Risk Assessment before attending the meeting in person..[\Covid 19\Covid-19 Secure Risk Assessment.docx](#)

Clerk *Alison Ayers*

Date 30th June 2021

AGENDA

1. To Note Members Present and to receive and note apologies for absence
2. To receive any declarations of interest regarding the agenda
3. To consider applications for dispensation
4. To agree and sign the minutes of the Annual Town Council meeting of 5th May 2021 and Town Council meeting 2nd June 2021
5. To receive reports from the following:
NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 6.
 - a. Suffolk County Councillors
 - b. East Suffolk Councillors
 - c. Patients Participation Group at Rosedale Surgery
 - d. IMPACT Detached Youth
 - e. East Anglia Transport Museum
 - f. Allotments
 - g. Carlton Colville Community Centre
6. Public participation
The purpose of the meeting is for Councillors to discuss Town Council Business. During each meeting the Council will allow a period of up to 15 minutes for public questions. During this time, residents can put questions to the Chairman regarding local concerns. Each question will be allocated 3 minutes. Where possible the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion.
7. To consider the sign off of the 1st draft of the Neighbourhood plan before 6 week public consultation

8. To agree payments for June 2021. List to be circulated prior to meeting
Spend v budget circulated
Bank Statement and reconciliation for May and June to be signed
To confirm that Clare Varela can be added as a signature to the bank account online
To confirm that July's payments can be agreed by email as no meeting in August
9. To review and agree the Financial Regulations
10. To consider any plans for the Queens Platinum Jubilee 2nd – 5th June 2022
11. To feedback on meeting with Diana Moore – Lowestoft Heritage Days
12. To consider a donation to Grove Primary School Library following flood damage - Local Government Act 1972 Section 137 (The Friends of Grove County Primary School)
13. To consider any actions needed for Carlton Colville Community Centre
14. To review the Building Survey received from OA Chapman on Bloodmoor Community Centre and agree next steps including who will be responsible for the day to day running of the project and any staff associated with this.
15. Governance:
 - a) To agree the updated Statement of Internal Control
 - b) To agree the new Reserves policy (following recommendations from Internal Audit)
16. To consider the additional costs and community consultation response on the Friendly Bench and sign the Draft Lease
17. To agree the purchase of Councillor Lanyards cost around £15 each
18. To discuss where to hold Town Council meetings from September onwards
19. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda
20. To close the meeting