



NOTICE OF MEETING

Town Councillors are summoned to attend the Carlton Colville Town Council meeting at Carlton Colville Community Centre, Hall Road, NR33 8BT on Wednesday 1st June 2022. The meeting will start at 7.00 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.

Clerk *Alison Ayers*

Date 25th May 2022

AGENDA

1. To Note Members Present and to receive and approve 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 4th May 2022
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
 - h. Carlton Colville Community Kitchen and Wildlife Garden
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 adopt the Local Government Association Model Councillor Code of Conduct 2020
8. To agree payments for May 2022
List to be circulated prior to meeting
Spend v budget circulated
Bank Statement and reconciliation for April 2022 to be signed

9. To consider updated plans for the Queens Platinum Jubilee 2nd June 2022
10. To confirm notice of public rights of unaudited annual governance and accountability return 13th June – 22nd July 2022 and to confirm that the external audit information had been submitted to the external auditors PKF Littlejohn LLP
11. To review and agree the Financial Regulations noting Legal Topic Note 87 with new figures for contracts
12. To review and agree the Statement of Internal Control
13. To receive an update from the ESC Carlton Colville, Kessingland and Southwold Community Partnership – Councillor Chris Thomas
14. To confirm receipt of internal audit back from SALC discuss and confirm that the recommendations and comments will be dealt with. Also to record that the 2020 – 2021 precept figure from ESC was actually £57487.55 not as previously requested as there was an extra payment for Covid.
15. To discuss any matters in abeyance for next meeting or not noted anywhere else on the agenda
16. To close the meeting