



MILDENHALL HIGH TOWN COUNCIL

The Pavilion, Recreation Way, Mildenhall, Suffolk, IP28 7HG
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Town Manager: Mark Knight

TOWN COUNCIL MEETING

Notice of meeting to be held on Thursday 28th October 2021 at 7.00pm in
Main Hall, Jubilee Centre, Recreation Way, Mildenhall, IP28 7HG
for the purpose of transacting the following business.

AGENDA

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

WELCOME

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)
 - (b) Town Manager to report any written requests for dispensation in respect of items on this agenda.
3. **To receive approval of minutes of the Full Town Council Meeting held on 30th September 2021 from those members present at the meeting. (Paper A)**
4. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)

Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).
5. **Report from:**
 - Mayor
 - Deputy Mayor
6. **Report from County Councillor.**
7. **Report from designated District Councillor.**
8. **Report from Police.**

- 9. Report from RAF Mildenhall Base.**
- 10. Financial Matters 2021/22**
 - 10.1** Bank Reconciliation – up to 30th September 2021. **(Paper B)**
 - 10.2a** Approval of Accounts – Payments – 1st to 30th September 2021. **(Paper C)**
 - 10.2b** Approval of Accounts – Receipts – 1st to 30th September. **(Papers D)**
 - 10.3** To receive an update regarding current debtors to the Town Council **(see recommendation sheet)**
 - 10.4** To receive the 2nd quarterly budget monitoring report 1st July to 30th September 2021 **(Paper E)**
 - 10.5** To discuss and agree a possible donation to the Royal British Legion.
 - 10.6** To consider a donation of £100 to the Sea Cadets for the help with Merry Mildenhall.
 - 10.7** To consider sponsoring an award at the Mildenhall Academy Awards **(Paper F)**
- 11. General Matters**
 - 11.1** Update from Town Manager regarding Action Sheet. **(Paper G)**
 - 11.2** To receive a verbal update on work regarding the West Mildenhall Development.
 - 11.3** To approve the quote from Cotswold Transport Planning **(Paper H)**
 - 11.4** Verbal update regarding the Cemetery Extension Project.
 - 11.5** To agree a response to the Market Review Survey **(Paper I)**
- 12. Planning Committee**
 - 12.1** To receive the minutes from the meeting of this committee from the 12th October 2021 **(Paper J)**
- 13. Personnel Committee**
 - 13.1** To receive the minutes from the meeting of this committee from the 14th October 2021 **(Paper K)**
- 14. Establishment and Policy Committee**
 - 14.1** To ratify the Kingsway Closed Cemetery Maintenance Strategy **(Paper L)**
 - 14.2** To ratify the Management of Memorials Policy **(Paper M)**
- 15. Communications and Events Committee**
 - 15.1** To receive the minutes from the meeting of this committee from the 21st October 2021 **(Paper N)**
- 16. Merry Mildenhall Working Group**
 - 16.1** To receive a verbal update from Cllr. Leaman.
- 17. Finance Strategy Working Group**
 - 17.1** To receive the notes from the meeting of the 11th October 2021. **(Paper O)**
 - 17.2** To approve the virements recommended by this group **(Paper P)**
- 18. Welcome Back Funding Task and Finish Group**
 - 18.1** To receive a verbal progress report from the Mayor.
- 19. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted If**

resolved, such items to be dealt after the item that confirms details of the next meeting.

20. To receive approval of confidential minutes of the Full Town Council Meeting held on 30th September 2021 from those members present at the meeting. (Paper Q)
21. Personnel Committee
 - 21.1 To receive the confidential minutes from the meeting of the 14th October 2021 (Paper R)
 - 21.2 To ratify the recommendations detailed in these minutes (see recommendation sheet)
22. Exchange of information
23. Time and Venue of next Council meeting on Thursday 25th November 2021 at 7pm in the Fenland Room of The Pavilion.

CLOSE

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING

Mark Knight Town Manager

dated 22nd October 2021

List of non-circulated items: (Members can request to see a copy of these items at any time – but these do not merit an agenda item.)

Update from the Royal British Legion regarding Remembrance Sunday