



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 29th October 2020 at 7.00pm in
REMOTELY VIA ZOOM,
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 16th July and 24th September 2020 from those members present at the meeting. (Papers A and B)**
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 RAF Mildenhall Base.**

9. Financial Matters 2020/21

- 9.1 Bank Reconciliation – up to 30th September 2020. **(Paper C)**
- 9.2a Approval of Accounts – Payments – 16th September to 15th October 2020. **(Paper D)**
- 9.2b Approval of Accounts – Receipts – 16th September to 15th October 2020. **(Paper E)**
- 9.3 To receive the 2nd quarterly budget monitoring report – 1st July to 30th September 2020

(Paper F)

- 9.4 To agree an amount for a possible donation to the Royal British Legion.

10. General Matters

- 10.1 Update from Town Manager regarding Action Sheet. **(Paper G)**
- 10.2 To discuss an update regarding the Mallards Bridge
- 10.3 To discuss quote received for works to the Jubilee Centre Clock **(Paper H)**
- 10.4 To discuss and agree on a response to the Sunnica Energy Farm development
- 10.5 To note the West Suffolk Local Plan consultation period.
- 10.6 To consider a grant application from the Mildenhall Social Club **(Paper I)**
- 10.7 To consider a grant application from Abbeycroft Leisure **(Paper J)**
- 10.8 To receive a verbal update regarding the Cemetery Extension Project
- 10.9 To consider setting up a Task and Finish Group concerning future plans for Council owned

buildings.

11. Communications and Events Committee

- 11.1 To receive a verbal update regarding the Christmas lights and tree.

12. Planning Committee

- 12.1 To note the minutes of the meeting held on the 12th October 2020 **(Paper K)**.

13. Amenities and Operations Committee

- 13.1 To agree on a way forward regarding Tree Maintenance in the town.

14. Cleaner, Greener, Safer Working Group

- 14.1 To receive the notes from the meeting held on 19th October 2020 **(PAPER L)**
- 14.2 To consider and approve the recommendations in the notes.

15. Finance Strategy Working Group

- 15.1 To receive the notes from the meeting held on 14th October 2020 **(PAPER M)**.
- 15.2 To approve a quote for installing utility meters in Council buildings **(PAPER N)**.

16. 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 item in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt with after the item that confirms details of the next meeting.

17. To discuss an update regarding the Mildenhall Messenger

18. Personnel Committee

- 18.1 To receive the notes from the meeting held on the 27th October 2020 **(PAPER O – to follow)**.
- 18.2 To ratify the recommendations detailed in these minutes

19. Exchange of information

20. **Time and Venue of next Council meeting on Thursday 26th November 2020 at 7pm remotely via Zoom unless government advice allows otherwise.**

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 *23rd October 2020*

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.)