



# Kesgrave Town Council

Clerk: Mrs Joanna Abbott

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## Town Council Meeting, Monday 24 November 2025 at 7.15pm

Dear Councillors

### Notice of Meeting

You are summoned to attend the Full Town Council meeting which will take place on Monday 24 November 2025 at 7.15pm in the **Council Chamber, Town Council Office**.

Yours sincerely

*J Abbott*

Joanna Abbott  
Town Clerk  
18 November 2025

## AGENDA

1. **Welcome and Apologies for Absence** – welcome and to receive and accept any apologies for absence.
2. **Declarations of Interest** – To receive, any interests, (these can be made at any point during the meeting).
3. **Minutes of the Town Council meeting** held on the 27 October 2025 – to receive, consider and agree. (Copy attached).
4. **Chairman's Communication** – to note.
5. **Clerks/Officer Report/Update** – to note any matters arising and updates following on from the last meeting, not dealt with under any other agenda item.
6. **Members of the Public** – to welcome members of the public who may wish to speak or ask any questions.
7. **County and District Councillor Reports** – to receive and note.
8. **Finance & Governance** –
  - a. Committee meeting minutes; 10 November 2025 (copy attached) – to receive and note.
  - b. Version 3 Draft Budget for 2026/27 – to consider and approve updates (details attached).
9. **Planning & Development** –
  - a. Committee meeting minutes; 27 October 2025 and 10 November 2025 - to note (copies attached).
10. **Community & Recreation** –
  - a. Pump Track Project – to receive an update.
  - b. Millennium Sports Ground Car Park extension – to consider and agree (papers attached).
11. **Town Award & Recognition Scheme** – to consider and agree (paper attached).
12. **Website review / upgrade, incorporating review of IT support contract** – to receive an update from Cllr Becroft-Smith.
13. **Local Council Award Scheme** – to receive any update.
14. **Community Engagement Improvement Proposals** – to consider and agree (papers attached).
15. **Other/Urgent Communications** – to receive and consider any other matters of sufficient urgency and importance that the Chairman will allow for discussion. (To be notified to the office by 12 noon on the day of the meeting).
16. **Date of Next Meeting** – Monday 19 January 2026 at 7.15pm, Town Council Office.
17. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.
18. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.
  
19. **Confidential Minutes** –
  - a. Town Council meeting held on 27 October 2025 (copy attached). To receive, consider and agree.
  - b. Finance & Governance Committee meeting held on 10 November 2025 (copy attached). To note.
20. **Public Open Space and Land Ownership** –
  - a. Long Strops and associated privately owned and managed areas – to receive any update.