



SUMMONS TO ATTEND MEETING

To: Members of the Full Council

Copy: All Town Councillors

Dear Councillors

Notice of Meeting

You are summoned to attend the next meeting of the Full Council which will take place on Monday 26 October 2026 at 7.15pm in the Council Chamber.

Yours sincerely

Joanna Abbott

Town Clerk

21 October 2026



AGENDA

Order of Business to be Transacted

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 last Meeting held on 21 September 2026** – to 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 19 October 2026 – to note (copy attached)
 - b. Schedule of Accounts –
 - List of Payments for the period 01/09/2026 to 30/09/2026 – to consider and approve (details attached).
 - List of Receipts for the period 01/09/2026 to 30/09/2026 – to consider and approve (details attached).
 - c. Transfer from the Savings Account and the KTC Card Payments Account – to consider and approve (details attached).
 - d. Detailed Income and Expenditure to 30 September 2026 – to receive and review (copies attached).
 - e. Trial Balance for September 2026 – for information only (copy attached).
 - f. Review of cardreader fees - to consider and agree (details attached).
 - g. Discretionary rate relief update - to consider and agree.
9. **Planning & Development** –
 - a. Committee meeting minutes 21 September 2026 and 19 October 2026 - to note (copies attached)



10. **Community & Recreation –**

- a. Tree Ownership on Pilbroughs Walk – to receive and agree (paper attached).
- b. ESC Land Adoption – to receive an update.
- c. Kesgrave, Rushmere St Andrew, Martlesham, Carlford and Fynn Valley Community Partnership meeting 20 October 2026 – to note (copy notes attached).

11. **Heath Primary School, Bell Lane; Road Safety Improvements** - to consider and agree (paper attached).

12. **Local Council Award Scheme; for the Bronze Award** – to receive an update from the Chair.

13. **KTC Award & Recognition Scheme 2027** - to consider and agree proposal (paper attached).

14. **KTC Speed Indicator Devices (SID) Analysis** - to consider and agree (paper attached).

15. **Annual Action Plan 2026/27, 6 Month Review** - to receive (paper attached).

16. **Community Engagement; Kesgrave Magazine** – to receive an update (paper attached).

17. **Devolution/Local Government Reorganisation (LGR)** – to receive an update from the Clerk.

18. **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).

19. **Date of Next Meeting** – Town Council Meeting, held at the Town Council Office Monday 30 November 2026 at 7.15pm.

20. **Agenda Items for Next Meeting** – to consider any matters that members would like to discuss at the next meeting.

21. **Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – to consider and agree.

22. **Confidential Minutes –**

- a. Town Council meeting held on 21 September 2026 (copy attached). To receive, consider and agree.
- b. Finance & Governance Committee meeting held on 19 October 2026 (copy attached) to note.

