

Costessey Town Council



Stacey Kent, Town Clerk Tel: 01603 742958 e: info@costesseytc.org @Costesseytc 7 June 2022

NOTICE is hereby given that a Meeting of Costessey Town Council will be held on Tuesday 14 June 2022 at 7.30pm in the Costessey Centre, Longwater Lane, Costessey, Norwich, NR8 5AH

Members of the public are most welcome to attend.

The Waiting Room will open at approx. 7.20pm

Join Zoom Meeting:

<https://zoom.us/j/5258448551?pwd=OWYvT0Z5MmdoVG84R3dDUmJXVXd5dz09>

Meeting ID: 525 844 8551

Passcode: 152933

If there is a particular item you are interested in, it would be useful to know this in advance, preferably by the preceding Friday. This is because you are muted for the duration of the meeting, and if you wish to ask a question you will need to do this via the chat room which is monitored by officers. We cannot guarantee members of the public will have the opportunity to speak, other than as part of the Public Participation item at Full Council meetings.

The meeting will be recorded, and might also be recorded by other members of the public and live streamed via other platforms. Please be aware that whatever your device settings are will determine your identity in the Zoom screen gallery. You do not have to present your name, so please amend on Zoom as necessary.

Costessey TC Privacy and Policy: <https://www.costessey.org.uk/policies-and-gdpr.html>

The Town Council reserves the right to remove you from the meeting or switch off your audio / video. Members of the Public will be removed to the waiting room for confidential items

[We live stream our meetings to](https://www.youtube.com/channel/UCrFYEAOpHNqxcq8ZiucJF9w)

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AGENDA

To transact the business below, receive the following reports & to make such orders or give such directions as necessary:

1 To accept Apologies for Absence

2 To receive Declarations of Interest

3 To confirm and sign the minutes of the ANNUAL Meeting of the Town Council held on 10 May 2022

4 To receive Committee & WG minutes & notes and to vote on the recommendations therein:

a) Minutes of the Planning Committee of 10 May 2022

b) Minutes of the Planning Committee of 24 May 2022

c) Notes from the Communications Working Group of 17 May 2022

d) Minutes of the Staffing Committee of 20 May 2022:

- e) Minutes of the Finance and Governance Committee of 20 May 2022 & Notes of the Future Finances Working Group of 6 May 2022:
- f) Minutes of the Property & Environment Committee of 24 May

5 To receive updates on matters in minutes, but not listed below (NB: No resolutions may be passed)

6 To adjourn the meeting for 15 minutes' public participation

7 To consider Finance matters

- i) To discuss and approve the detail of the Internal Auditor's Final Report and the Auditor's Action Plan
- ii) To approve the accounts for April 2022 and receive a budget report incl. payments over £500:
- iii) To approve the JDMA invoice for £15,700 + VAT for 10m strip cemetery path:
- iv) To approve the Bear & Sons invoice for £4,005.46+ VAT rails & posts:
- v) To approve the replacement of ten streetlight columns at £13,420 + VAT
- vi) To ratify the Property and Environment Committee recommendation to improve the footpath at the Denes, Queen's Hills estimated at £14,000 + VAT from reserves.

8 To approve the amended Lost Property Policy

9 To consider a plaque at the Cemetery in recognition of the donation from Breedon Group

10 To consider setting up a Working Group with a remit to explore a Unique Selling Point for the Stafford Hall and investigate ways of maximising the use/income of all halls by including the delivery of Town Council-led activities.

11 To thank the staff, volunteers and community members for their input into the fete.

12 To receive District Councillors' Reports.

13 To confirm the date of the next meeting as Tuesday 12 July 2022 at 7.30pm in the Costessey Centre.