



# HALESWORTH TOWN COUNCIL

Waveney Local Office  
London Road  
Halesworth

**To members of the Council:** You are hereby summoned to attend an **Monthly meeting** of Halesworth Town Council which will be held on **Monday 7<sup>th</sup> February, 2022 at 6.30pm at the DAY CENTRE, London Road, Halesworth**

Members of the public and the Press may attend the meeting and may ask questions on the agenda item(s) in the Public Session.

**The Government latest guidelines advises that as the meeting is held in a confined space, attendees should consider wearing face coverings (unless exempt) when arriving or leaving the meeting and removed when seated at the participants discretion.**

Alternatively, residents may view the meeting via ZOOM by contacting the Clerk;  
[clerk@halesworthtowncouncil.org.uk](mailto:clerk@halesworthtowncouncil.org.uk)

Yours faithfully

N.J.Rees  
Town Clerk

## **AGENDA**

1. **Apologies:**
2. **Declarations of interest:** To receive declarations for pecuniary and non-pecuniary interests
3. **Minutes:** To confirm as a true record the minutes of the monthly meeting held on the 6<sup>th</sup> December, 2021 (the meeting in January was cancelled)
4. **Matters arising from the minutes:**
5. **Chair's Report:** To receive a report for January.
6. **Public Session:** [15 minutes on agenda items]
7. **Reports on meetings and events attended by Council representatives:**
8. **District & County Reports:** To receive any reports
9. **Finance & Governance Committee:**
  - a) To receive the report of the meeting held on the 19<sup>th</sup> January, 2022
  - b) To consider the recommendation of the Finance & Governance Committee that due to the pressures on residents with rising inflation and difficulties during the pandemic, the precept should remain at the same level (as 2021 – 2022) for tax payers in Halesworth for the next financial year; 2022 - 2023
  - c) HCSL Grant application for £2,000. At the Chair's request it was agreed that this application should be considered at this monthly meeting due to the number of Council appointed trustees on the Finance & Governance Committee.

10. **Planning & Highways Committee:**
  - a) To receive the minutes of the meeting held on the 31st January, 2022
  - b) Thoroughfare Working Group: To consider any updates and to note that this working group has been formally adopted by the Planning & Highways Committee.
  - c) To receive and agree the amended Terms of Reference
11. **Neighbourhood Plan Steering Group:** To receive the minutes of the meeting held on the 19<sup>th</sup> January, 2022
12. **Leisure & Environment Committee:**
  - a) Update only as there was no official held meeting in January but **urgent action** is now required for the Queen's Jubilee event
  - b) To receive and approve the Terms of Reference agreed by the Committee.
13. **Assets & Services Committee:** The new committee is due to meet on the 9<sup>th</sup> February
14. **Standing Orders:** To consider any amendments required to the Standing Orders following the adoption of the new committees.
15. **Correspondence:** Bus service improvements
16. **Maintenance:**
17. **Items for the Website/Noticeboard/Newsletters/Library:**
18. **Accounts for Payment:** To approve the accounts for payment.
19. **Staff Matters: This item will be held 'in camera'.** To receive the decisions of the Finance & Governance meeting held on the 24<sup>th</sup> January, 2022 regarding the staff reviews.