



HALESWORTH TOWN COUNCIL

Waveney Local Office
London Road
Halesworth

To members of the Council: You are hereby summoned to attend a **Monthly meeting** of Halesworth Town Council which will be held on **Monday 6th March, 2023 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.

Yours faithfully

A handwritten signature in black ink, appearing to read 'N.J. Rees'.

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 6th February, 2023
4. **Matters arising from the minutes:**
5. **Chair's Report:** To receive a monthly report.
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. **To receive draft Committee/WG reports and minutes for information**
 - a) **Finance & Governance Committee** held on the 20th February, 2023.
 - b) **Assets & Services** Committee held on the 15th February, 2022
 - c) **Community Hub WG:** Update
 - d) **Leisure & Environment** Committee held on the 8th February, 2023
 - e) **Planning & Highways** held on the 22nd February, 2023
 - f) **Thoroughfare** WG update
 - g) **Neighbourhood Plan Steering Group:** Update
10. **Asset Transfer:** Update
11. **Station User Group:** The condition survey had been completed and received, any further updates.
12. **Events:**
 - a) Market Charter – Update
 - b) Coronation – Update

13. **Standing Orders/Terms of Reference:**

- a) To consider the Terms of Reference for the Leisure & Environment Committee
- b) To consider a proposal to include wording to the Standing Orders and the Standing Committee's Terms of Reference to ensure recognition of the Neighbourhood Plan, its legal status and objectives.

14. **Maintenance:**

15. **Correspondence:**

16. **APM:** To confirm the date for the APM is provisionally on Wednesday 24th May at 6.30pm at the Edgar Sewter School

17. **Items for the Website/Noticeboard/Newsletters/Library:**

18. **Accounts for Payment:** To approve the accounts for payment.

19. **Staff Matters:**