

# MILDENHALL HIGH TOWN COUNCIL



The Pavilion, Recreation Way, Mildenhall, Suffolk, IP28 7HG  
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Town Manager: Mark Knight

## TOWN COUNCIL MEETING

Notice of meeting to be held on Thursday 12<sup>th</sup> December 2024 at 7.00pm in  
Fenland Room, The Pavilion, Recreation Way, Mildenhall, IP28 7HG  
for the purpose of transacting the following business.

## AGENDA

### The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

## WELCOME

1. **Apologies and acceptance for absence**
  
2. **Declarations of Interest and Dispensations**  
(a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.  
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – ***Please contact the office should any item need clarification***)  
(b) Town Manager to report any written requests for dispensation in respect of items on this agenda.
  
3. **To receive approval of minutes of the Full Town Council Meeting held on 28<sup>th</sup> November 2024 from those members present at the meeting. (Paper A)**
  
4. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)  
  
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the Chairman of the meeting).
  
5. **Report from:**
  - **Mayor**
  - **Deputy Mayor**
  
6. **Report from County Councillor.**

7. **Report from designated District Councillor.**
8. **Report from Police.**
9. **Report from RAF Mildenhall Base.**
10. **Report from Outside Bodies**
11. **Town Manager's Report (Paper B)**
12. **Financial Matters 2024/25**
  - 12.1 Bank Reconciliations – up to 30<sup>th</sup> November 2024. **(Paper C)**
  - 12.2a Approval of Accounts – Payments – 1<sup>st</sup> to 30<sup>th</sup> November 2024. **(Paper D)**
  - 12.2b Approval of Accounts – Receipts – 1<sup>st</sup> to 30<sup>th</sup> November 2024. **(Paper E)**
  - 12.3 To note the current debtors to the Council **(see recommendation sheet)**
13. **Financial Matters 2025/26**
  - 13.1 To agree and adopt the proposed budget for 2025/6 **(Paper F)**
14. **General Matters**
  - 14.1 Update from Town Manager regarding Action Sheet. **(Paper G)**
  - 14.2 To receive the quarterly LCRS Risk Management report **(Paper H)**
  - 14.3 Verbal update regarding Merry Mildenhall.
  - 14.4 To review the Strategic Plan and Action Plan 2023/7 **(Paper I)**
  - 14.5 To receive the updated 2025/6 Council meeting calendar **(Paper J)**
15. **Planning Committee**
  - 15.1 To receive the minutes from the meetings of this committee from the 28<sup>th</sup> November 2024 **(Paper K)**
16. **To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.**
17. **Personnel Committee**
  - 17.1 To receive the minutes from the meetings of this committee from the 4<sup>th</sup> December 2024 **(Paper L – TO FOLLOW)**
  - 17.2 To discuss and approve the recommendations from this committee.
18. **Exchange of information**
19. **Time and Venue of next Council meeting on Thursday 30<sup>th</sup> January 2025 at 7pm in the Fenland Room of The Pavilion.**

## **CLOSE**

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

**THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING**

Mark Knight Town Manager

dated 6<sup>th</sup> December 2024

List of non circulated items: (Members can request to see a copy of these items at any time – but these do not merit an agenda item.)