

**SUDBURY TOWN COUNCIL**  
**TOWN HALL, SUDBURY, SUFFOLK, CO10 1TL**

You are hereby **summoned** to attend the monthly meeting of the Council of the said Town to be held in Sudbury Town Hall on **TUESDAY 11<sup>TH</sup> FEBRUARY 2024** at **7pm** to transact the following business:-

**AGENDA**

1. Apologies and approval of absences.
2. Declarations of Interest.
3. Declarations of Gifts and Hospitality.
4. Requests for dispensation (must be received in writing).
5. To confirm that the minutes of the Council meeting held on 14<sup>th</sup> January 2025 are an accurate record.
6. To agree Friday 2<sup>nd</sup> May 2025 as the date for the annual town meeting.
7. To receive an update on the repairs required for the cemetery chapel.
8. To receive an update on any Private and Confidential matters.
9. To approve the action plan for Flint Lodge.
10. To approve expenditure of up to £4,240 excluding VAT for the annual Microsoft 365 software contract.
11. To approve the annual review of the risk management strategy.
12. To receive reports and take questions from the public;
  - a) County Councillors' reports
  - b) District Councillor's report. (Cllr L Smith)
  - c) Police Report
  - d) Mayor's announcements.
  - e) Questions from members of the public (15 minutes maximum)
13. To note the minutes of the following committees:-

*Chairman of each committee to give a brief report*

  - Planning, Development & Highways – 13<sup>th</sup> January 2025
  - Planning, Development & Highways – 27<sup>th</sup> January 2025
  - Planning, Development & Highways – 10<sup>th</sup> February 2025
  - Finance – 4<sup>th</sup> February 2025
  - Policy and Resources 30<sup>th</sup> January 2025
  - Leisure and Environment – 28<sup>th</sup> January 2025
  - HR – 28<sup>th</sup> January 2025

*C Griffin*

6<sup>th</sup> February 2024

C Griffin  
TOWN CLERK

**TO:** The Mayor and Members of Sudbury Town Council; District Councillor L Smith, County Councillor PJ Faircloth-Mutton; Sudbury Police Locality Inspector; the Press

In order to comply with the Data Protection Act 2018, all persons attending this meeting are hereby notified that there will be a live video broadcast of this meeting, which will be recorded and available to be watched later on the Council website. The purpose of recording proceedings is to enable maximum participation both at the time of the meeting and for those who watch later.

In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the meeting remaining open to the public.

**ALL MEMBERS OF PUBLIC ARE INVITED TO ATTEND IN PERSON IN THE  
TOWN HALL  
ANYONE CAN WATCH ON-LINE  
PLEASE VISIT OUR WEBSITE FOR FURTHER DETAILS**