



TO ALL TOWN COUNCILLORS

You are hereby summoned to attend the **EXTRAORDINARY** meeting of the **FELIXSTOWE TOWN COUNCIL** to be held at the **Town Hall, Felixstowe** on **Tuesday 24 March 2020 at 9.30am** for the transaction of the following business:

A G E N D A

1. Public Question Time

Up to 15 minutes is set aside to allow members of the public (up to one minute each) to make representations or put questions to the Council on any matter relating to the town of Felixstowe.

Members of the public are asked to consider whether attending this meeting is necessary in light of Government advice about avoiding public gatherings at this time.

Public queries, comments and feedback are always welcomed via the contact details above.

2. Apologies for Absence

To receive apologies for absence.

3. Declarations of Interest

To receive any declarations of interest and to consider requests for dispensations from members on matters in which they have a disclosable pecuniary interest.

4. Coronavirus Emergency Measures

To consider NALC guidance to Town and Parish Councils and to determine special measures for the Town Council, as appropriate, especially in relation to:

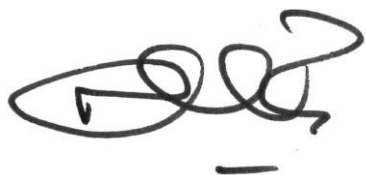
Community Support
Events and Services
Business Continuity Plan
Emergency Scheme of Delegation
Annual Town Meeting and Annual Council Meeting
2019/20 Accounts and Annual Return

(Appendix A)

5. Closure

To close proceedings and note that the next meeting of the Council is currently scheduled to be the Annual Council meeting at 7pm on Thursday 21 May 2020.

However, this is likely to change, and information will be provided to Members and the public in due course.

A handwritten signature in black ink, appearing to be 'Nick Barber'. The signature is stylized with several loops and a horizontal line at the end.

**Councillor Nick Barber
Mayor of Felixstowe
19 March 2020**

For information (via email): All Town Councillors
Local Press

Committee is reminded to consider the Council's commitment to climate action in its decision-making.

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend.