

Our Ref: 30/CAP

31st May 2013

Dear Councillor

You are summoned to a meeting of the **Council** to be held at the **Town Hall, Felixstowe** on **Wednesday 5th June 2013 at 7.30 pm** for the transaction of the following business which will be preceded by:

- i. Public Question Time.
- ii. Prayers: Reverend David Kemble, Trinity Methodist Church.

1. Apologies

2. Declarations of Interest.

Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

3. To confirm the Minutes of the Annual General Meeting of the Council held on Wednesday, 8th May 2013 - *copy attached.*

4. Mayor's Communications.

5. To receive and approve the Annual Accounts of Felixstowe Town Council for the financial year 2012/2013 – Minute ref 33 of the Finance and General Purposes Committee report of 22nd May 2013 refers – *copy of accounts appended to the Finance and General Purposes Committee minutes at item 9 of this agenda.*

6. To complete the Statement of Assurance for the Town Council's External Auditors for the financial year 2012/2013 – Minute ref 34 of the Finance and General Purposes Committee report of 22nd May 2013 refers – *Statement of Assurance appended to the Finance and General Purposes Committee minutes at item 9 of this agenda.*

7. To receive the report of the Plans Committee held on 13th, 15th and 29th May 2013 - *copy attached.*

8. To receive the report of the Newsletter Editorial Committee of 14th May 2013 – *attached.*

9. To receive the report of the Finance and General Purposes Committee held on 22nd May 2013 – *copy attached.*

10. Correspondence.

TOWN CLERK