



AGENDA

Dear Councillor

13 June 2026

**You are hereby summoned to attend a meeting of Clare Town Council
on Thursday 18 June 2026 at 7.00 p.m at the Town Hall, Clare, CO10 8NN
The public and press are cordially invited.**

The agenda will be as follows:-

1 Apologies and declarations of interest

- 1.1 To receive apologies for absence and consider any applications for approval of absence
- 1.2 To receive declarations of members' interests and consider requests for dispensation

Section of the meeting open to the public:

2 Public Participation

- 2.1 Parishioner's question time
- 2.2 Suffolk County Councillor's Report
- 2.3 West Suffolk Councillors' Reports

End of public section of meeting

3 To approve minutes of the previous meeting held on 21 May 2026

4 To receive the Clerk's Report from June for information

5 To receive items for decision

5.1a To consider setting up a working group to investigate development options and strategic use of the Pavilion for sports and social activities for adults and young people

5.1b To consider that the Council agrees to support the provision of a new town centre car park on land currently occupied by the Social Club within Clare Castle Country Park

5.1c To consider whether Clare Town Council should formally offer the Pavilion as alternative accommodation to the Social Club if needed and, if so, to resolve that a letter be sent confirming the offer, subject to the availability of any necessary funding or resources

5.2 To receive an update on publicity measures and next edition of The Chevron

5.3 To receive an update on the Responsibility Matrix for the CTC

5.4 To receive an update on the River Group

5.5 To review Pop Up Stall Policy

5.6 To review Privacy Notice

5.7 To review Safeguarding Policy

5.8 To review Town Crier External Bookings Policy

5.9 To review Benches Policy

5.10 To review Data Protection and Information Policy

5.11 To receive an update on Anglian Water

5.12 To receive an update on the Orbell's building in Market Hill

5.13 To consider becoming a member of Visit East Anglia

5.14 To review development options

6 Finance

6.1 To receive the monthly accounts, cash flow, bank reconciliation and statements for May

6.2 To consider any grant applications received

Planning

7.1 **DC/26/0793/TCA** Trees in a conservation area notification - one ash (marked on plan) fell
Location: Priory Farm Ashen Road Clare Suffolk

7.2 **DC/26/0765/HH** Householder planning application - single storey side extension
(following demolition of existing conservatory) **Location:** 1 Acre Walk Clare Suffolk CO10
8RG

7.3 **DC/26/0756/FUL** Planning application - a. freestanding electric box within a purpose-
made trellis enclosure b. two ground-mounted air source heat pumps **Location:** Trinders
Books Malting Lane Clare Suffolk CO10 8NW

7.4 **DC/26/0757/LB** Application for listed building consent - a. freestanding electric box within
a purpose-made trellis enclosure b. two ground-mounted air source heat pumps **Location:**
Trinders Books Malting Lane Clare Suffolk CO10 8NW

7.5 **DC/26/0842/TCA** Trees in a conservation area notification - works stated on
submitted tree schedule of works **Location:** Clare Castle Country Park, Clare Castle Malting
Lane Clare Suffolk

8 To consider items of correspondence for decision/response

9 Town Council Committees and Working Groups

9.1 To receive and consider any report from the Environment Committee meeting and to
receive any items for decision

9.2 To receive and consider any report from the Christmas Weekend Working Party

9.3 To receive and consider any report from the Finance Committee meeting and to receive
any items for decision

9.4 To receive and consider any report from the Young Persons Initiative Working Party

9.5 To receive and consider any report from the Town Crier Working Party

10 To receive agenda items for the next meeting

11 To confirm the date of the next meeting as Thursday 16 July 2026 at 7pm

Davina Neale – Clerk of Clare Town Council