



Saxmundham Town Council

All Members of the **Market Hall Management Committee** are summoned to attend a meeting on
Monday 1st of February 2021 using ZOOM at 7.00pm.

(If a member of the public wishes to attend, please contact the Clerk on the details below)

AGENDA

- 1) **Apologies for Absence** - To receive apologies for absence.
- 2) **Pecuniary/Non-Pecuniary Interests**
Councillors to declare any Pecuniary or Non-Pecuniary Interests and Consideration of any requests for dispensation. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
- 3) **Minutes of the Previous Meeting** - To receive the minutes of the previous meeting Monday the 21st of December 2020.
- 4) **Finance**
 - a) To receive a report on the current financial situation for the Market Hall.
 - b) To approve any late payments
- 5) **Market Hall Redecoration and Development**
 - a) To receive a report regarding the refurbishment for the Market Hall.
 - b) To receive a financial report of the completed works.
 - c) To consider other potential minor works.
- 6) **Market Hall Development Plan** - To discuss ideas for phase two works/improvements.
- 7) **Budget** – To consider draft budget for 21-22 and make recommendations to the Town Council as a trustee.
- 8) **Webster Room** - To note arrangements for the licence of the Webster room
- 9) **Website** - To discuss improvements to website and agree additional developer costs of up to £500.
- 10) **Events Programme** - To consider the prospects for events programme for 2021- 22

R Barnett

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Date: 26th of January 2021

Clerk to Saxmundham Town Council

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