

Saxmundham Town Council



All Members of the **Resources Committee** are summoned to attend a meeting on
Monday 22 March 2021 using ZOOM at 10.30 am.

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

AGENDA

- 1) **Apologies for Absence** - To receive and approve apologies for absence.
- 2) **Pecuniary/Non-Pecuniary Interests** - Councillors to declare any Pecuniary or Non-Pecuniary Interests and consider any requests for dispensation.
- 3) **Minutes of the Previous Meeting** - To resolve that the minutes of the meeting held on Monday 22 Feb 2021 are a true and accurate record.
- 4) **Open Forum**
To invite the public to comment on any item on the agenda. The public may not join in the meeting itself.
- 5) **Finance**
 - a) To note payments and receipts for February
 - b) To authorise the March for Expenditure for Town Council (previously circulated).
 - c) To authorise the March Expenditure for Market Hall (previously circulated).
 - d) To receive a report on the bank balances.
 - e) To receive the performance against budget reports.
- 6) **Staff management arrangements**
 - a) To consider paper on appraisals and performance management of staff.
 - b) To agree arrangements for approval of leave.
- 7) **IP17 Good Neighbours Scheme** - To receive an update on future support of the IP17 Good Neighbours Scheme.
- 8) **Environment Co-ordinator** – To approve job description and consider arrangements for the appointment of the Environment Co-ordinator post.

R Barnett

Date: 12.03.2021

Roz Barnett

Clerk to Saxmundham Town Council

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