



Saxmundham Town Council

All Members of the **Market Hall Management Committee** are summoned to attend a meeting on

Monday 29th June 2020 using ZOOM at 6.00pm.

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

AGENDA

- 1) Co-option of non-Councillor members**
To co-opt R. Hoare & C. Cecil as members of Committee.
- 2) Apologies for Absence**
To receive apologies for absence.
- 3) 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.
- 4) Minutes of the Previous Meeting**
To receive the minutes of the meeting.
- 5) Open Forum**
To invite the public to comment on any item on the agenda. The public may not join in the meeting itself.
- 6) Finance**
To receive a report on the current financial situation for the Market Hall.
- 7) Security**
To receive report regarding proposed Security for the future.
- 8) Coronavirus Emergency effect & Re-opening**
To discuss the effect of the Coronavirus and review ways and plans to re-open in the future.
- 9) Maintenance**
 - a) To receive an update on works completed to date.
 - b) To discuss the plans for development and improvements for the future:
 - i) Decorating Plans
 - ii) CIL Projects
 - iii) Kitchen refurbishments
 - iv) Requests by the Caretaker
- 10) Charges and Booking requirements**
To receive suggestions for a new booking process and charges.
- 11) Program of Activities**
To receive an update on the program of activities.

K. Forster

Date: 22nd June 2020

Clerk to Saxmundham Town Council

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