

# 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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