



# Saxmundham Town Council

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

**Monday 21<sup>st</sup> September 2020 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 29<sup>th</sup> June 2020.

**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 receive a report on the current financial situation for the Market Hall.
- b) To receive a report on regular bookings

**6) Caretaking**

To discuss the resignation of C. Richards and possible appointment of a caretaker and/or cleaner.

**7) Maintenance**

- a) To note the Structural Survey being undertaken on October 8<sup>th</sup> 2020 at a cost of £1,100.
- b) To discuss the ingress claims by Crisp.
- c) To discuss the plans and quotations for development and improvements for the future:
  - i) Decorating Plans
  - ii) CIL Projects
  - iii) Kitchen refurbishments

**8) MH Development Working Group**

To receive a report from Carole Cecil

**9) Program of Activities**

To receive an update on the program of activities.

**K. Forster**

**Date: 14<sup>th</sup> September 2020**

**Clerk to Saxmundham Town Council**

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