

# Saxmundham Town Council



All Members of the Resources Committee are summoned to attend a meeting on  
Monday 28 June 2021 at 2pm in the Market Hall

## AGENDA

### Open Forum

Members of the public are invited to give their views on issues on the agenda or raise issues for future consideration at the discretion of the chairman. The public may not join in the meeting itself.

- 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 24 May 2021 are a true and accurate record (Appendix 1).
- 4) **Finance**
  - a) To note payments and receipts and reconciliation reports for May for the Town Council (Appendix 2)
  - b) To note payments and receipts and reconciliation reports for May for the Market Hall (Appendix 3)
  - c) To authorise any June payments outside of the Clerk's delegated powers for the Town Council and Market Hall (Appendix 4).
  - d) To receive May budget and spending report For the Town Council (Appendix 5).
  - e) To receive May budget and spending report for the Market Hall (Appendix 6).
- 5) **Operational Matters**
  - a) To consider the details of the PHS Contract (Appendix 7).
  - b) To note the end of HP printer contract (Appendix 8).
  - c) To consider rates request on the Youth Booth.
- 6) **Direct Debits & Subscriptions**
  - a) To consider the list of Direct Debits for 2021-2022
  - b) To consider the list of Subscriptions for 2021-2022
- 7) **Laptop for the Environment Co-ordinator** -To consider costs of laptop for the new Environment Co-ordinator postholder.
- 8) **To receive a report on the Community Signage Project.**
- 9) **Small Grants** - To consider any applications under £5000 (Standing agenda item).

**Roz Barnett**

**Clerk to Saxmundham Town Council Date: 18.05.2021**

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