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

Tuesday 7pm 20 July at the Town House

**(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.

1. **Minutes of the Previous Meeting -** To receive the minutes of the previous meeting 15 March 2021.
2. **Finance Report**
	1. To receive a report on The Market Hall Budget April – June 2021.
3. **Market Hall Improvements Phase 1-**
	1. To consider projector and light switch issues.
	2. To consider report on kitchen improvements, costs and agree schedule of works.
	3. To discuss funding arrangements for the kitchen improvements including whether to request specific grant from the Town council as a contribution towards the works.
4. **Market Hall Improvements Phase 3-** Frontage and Toilets
	1. To discuss costs of drainage survey.
5. **Bookings 2021 – 2022**
	1. To receive a report on bookings.
6. **Developing the Market Hall as a venue**
	1. To receive an update on the scheduled events programme.
	2. To consider arrangements with the Art Station Makers Market
	3. To consider arrangements for working with Britten Pear Arts
	4. To note that the Market Hall has been registered as a venue with Creative Arts East.



**R Barnett**

**Clerk to Saxmundham Town Council**

**Date: 12 July 2021**

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