

Saxmundham Town Council



All Members of the Resources Committee are summoned to attend a meeting on
Monday 26 July 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 28 June 2021 are a true and accurate record (Appendix 1).
- 4) **Finance**
 - a) To note payments and receipts and reconciliation reports for June for the Town Council (Appendix 2)
 - b) To note payments and receipts and reconciliation reports for June for the Market Hall (Appendix 3)
 - c) To authorise any July payments outside of the Clerk's delegated powers for the Town Council and Market Hall (Appendix 4).
 - d) To receive June budget and spending report For the Town Council (Appendix 5).
 - e) To receive June budget and spending report for the Market Hall (Appendix 6).
- 5) **Operational Matters**
 - a) To note changes to photocopying contract.
 - b) Scout Hut request for payment of electricity, and issues with inspection cover for septic tank.
- 6) **Banking** - To consider report for moving the banking arrangements from Barclays to Unity
- 7) **Gannon Rooms** -To receive a verbal report on the current situation.
- 8) **Market Hall** - To consider request from the Market Hall Committee for additional resources for the kitchen refurbishment
- 9) **Volunteer Management** - To consider arrangements for work party volunteers
- 10) **Appraisal Policy** – To consider Appraisal Policy.
- 11) **Small Grants** - To consider any applications under £5000 (Standing agenda item).
- 12) **Town Centre Co-ordinator post** – To discuss initial feedback from businesses and the next steps
- 13) **To consider a motion to exclude the public under the Public Bodies** (admission to meetings) Act 1960 on the grounds that publicity would be prejudicial to public interest by reasons of the confidential nature of the following business being transacted.
- 14) **Probation and Appraisal of Clerk** -To receive report on the probation and appraisal of the Clerk from the Staffing Committee

R Barnett

Roz Barnett

Clerk to Saxmundham Town Council Date: 18.05.2021

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