



# Saxmundham Town Council

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

Monday 27 September at 6.15pm 2021 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.
- 3) **Minutes of the Previous Meeting** - To receive the minutes of the previous meeting 20 July 2021. (Appendix1)
- 4) **Finance Report**
  - a) To receive a report on The Market Hall Budget April – September 2021. (Appendix2)
- 5) **Clerks Update**
  - a) To consider projector and light switch issues.
  - b) To consider report on kitchen improvements.
  - c) Grant application kitchen improvements.
  - d) Cleaning arrangements
- 6) **Emergency Electric Upgrade**
  - a) To consider proposals to emergency upgrade to electrics and retrofit of accessible light switches for stage lighting
- 7) **Market Hall Improvements Phase 3- Frontage and Toilets**
  - a) To discuss results of drainage survey.
  - b) To note progress architects' drawings for planning permissions.
- 8) **Bookings 2021 – 2022**
  - a) To receive a report on bookings. (Appendix 3)
- 9) **Developing the Market Hall as a venue**
  - a) To receive an update on the scheduled events programme.
  - b) To consider draft programme and costs for 2022-23

*R Barnett*

**R Barnett**

**Clerk to Saxmundham Town Council**

**Date: Tuesday, 21 September 2021**

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