**All Members of the Resources Committee are summoned to attend a meeting on**

**Monday 29 November 2021 at 2pm in the Town House**

**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 **25 October 2021** are a true and accurate record (Appendix 1).
4. **Business Grant**
	1. To consider acceptance of Grant from the Saxmundham Business Association.
5. **Finance**
	1. To note payments and receipts and reconciliation reports for October for the Town Council (Appendix 2)
	2. To note payments and receipts and reconciliation reports for October for the Market Hall (Appendix 3)
	3. To note November payments and authorise any payments outside of the Clerk’s delegated powers for the Town Council and Market Hall (Appendix 4).
6. **Budget 2022-23**
	1. To receive an updated budget report (Appendix 6).
	2. To receive a report on reserves (Appendix 7)
	3. To receive a report on CIL and possible (Appendix 8)
	4. To consider draft budget for the Town Council 2022- 2023 and make recommendation to Full Council on the setting of the precept.
7. **Gannon Institute -** To consider allocating a further £1000 to the Gannon Institute in order that the costs of upgrading the electrics, purchase of heaters, repairs to guttering and basic external decoration can be completed in order that the building can be partially reopened in January.
8. **Small Grants**
	1. To consider request for £1000 from the Disability Advice Service for advice services.
	2. To consider request for a £3000 grant from Saxmundham Adventure Play Area for benches and play equipment.
9. **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.
10. **Appointment of Town Centre Co-ordinator** - To receive report on the interview process to be tabled at the meeting.
11. **Staffing Structure**
	1. To consider report on staffing structure and staffing arrangements for 2021-2022.



**Roz Barnett**

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

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