



Saxmundham Town Council

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

Wednesday 15 December at 6.15pm 2021 at the Town House

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.

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 27 September 2021. (Appendix1)
- 4) **To consider Dates for January – March 2022 and note changes to Clerking arrangements**
- 5) **Finance Report**
 - a) To receive a report on The Market Hall Budget April – November 2021. (Appendix2)
 - b) To consider draft Budget for 2022 -2023
- 6) **Clerks Update and Operational Matters.**
 - a) To receive an update on the projector, lighting, and power issues.
 - b) To receive an update on leak issue.
 - c) To note caretaking and cleaning arrangements.
 - d) To consider quote for clock service and repair.
- 7) **To receive an update on the kitchen refurbishment.**
 - a) To consider arrangements and options for dishwasher
 - b) To discuss equipping the new kitchen.
- 8) **Market Hall Improvements Phase 3**
 - a) To consider options for toilets and frontage
 - b) To note the next stages, for approvals and planning permissions.
- 9) **Bookings 2021 – 2022**
 - a) To receive a report on bookings. (Appendix 3)
- 10) **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
- 11) **Fundraising**
 - a) To consider consultation on Market Hall and supporting information required for lottery bids
 - b) To agree process for re-submission of Market Hall Award for All bid

R Barnett

R Barnett
Clerk to Saxmundham Town Council

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