All Members of the Market Hall Trustee are summoned to attend a meeting on

**Monday 14 February 2022 at the Market Hall, following the Town Council Meeting**

AGENDA

1. **Apologies for Absence**

To receive apologies for absence.

1. **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 and approve the draft minutes from the previous meeting of the 11 October 2021(Appendix 1)

1. **Minutes of the Previous Management Committee Meetings:**
2. To receive the minutes from the previous meeting of the 15 December 2021 (Appendix 2)
3. To receive the minutes from the previous meeting of the 26 January 2022 (Appendix 3)
4. **Budget**
	1. **To receive budget report end of January 2022**(Appendix 4)
	2. To agree budget for 2022-2023 (Appendix 5)
5. **Market Hall Clock –** To consider whether the clock is replaced to commemorate the Jubilee or to install a new electrical mechanism in the existing device.
6. **Phase 2 Improvements**
	1. To receive a verbal update on the kitchen refurbishment project.
7. **Market Hall Improvements Phase 3**
	1. To consider the recommendations of the Management Committee for toilets and frontage
	2. To note the next stages, for approvals and planning permissions.

9) **Equipment** – to receive an oral report from the Clerk



**R Barnett** **Date: 09/02/2022**

**Clerk to Saxmundham Town Council**

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