



Saxmundham Town Council

**All Members of Saxmundham Town Council are summoned to attend a meeting of the Town Council
Thursday 17th November 2022, 7.00pm, Market Hall Saxmundham**

AGENDA

Open Forum: Members of the public may give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman. They may speak for up to 3 mins and the session will last no longer than 15 minutes. Members of the public may not take part in the Council meeting itself.

- 1. Apologies and Approvals of Absence:** To receive apologies for absence.
- 2. Members Declarations of Interests and Consideration of Requests for Dispensations:** 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 resolve that the draft minutes of the Saxmundham Town Council meeting held on the 10th October 2022 is a true and correct record.
- 4. Minutes of the Previous Committee Meetings:**
 - a) To note the draft minutes of the Resources & Governance Committee held 31st October 2022
 - b) To note the draft minutes of the Planning & Development Committee held 28th September 2022
 - c) To note the draft minutes of the Amenities and Service Committee held 1st November 2022
 - d) To note the draft minutes of the Events and Communications Committee held 24th October 2022
 - e) To note the draft minutes of the Market Hall Management Committee held 24th October 2022
 - f) To note the draft minutes of the Gannon Institute Management Committee held 27th October 2022
- 5. County Councillors Report:** To receive a report from County Councillor Richard Smith MVO.
- 6. District Councillors Report:** To receive a report from District Councillor John Fisher and note the report from District Council Leader S. Gallant.
- 7. Chairs Report:** To receive a report from the Town Council Chair, Di Eastman.
- 8. Financial Matters:**
 - a) To note and ratify the payments and receipts for October 2022 for the Town Council, Gannon Institute & Market Hall.
 - b) To note the bank balances as of 31st October 2022 for the Town Council, Market Hall and Gannon Institute.
 - c) To consider the recommendation of the Resources committee to allocate £10,000 of General Reserves to the refurbishment programme for the Gannon Rooms.
 - d) To note the decision to authorise the Town Clerk to use a debit card from Unity Trust Bank for Council expenses.
 - e) To change the bank administrative authority so that Karen Forster is removed, and Katy Bailey is added.
 - f) Payments to be approved for The Town Council, The Market Hall and The Gannon Institute.
- 9. Policies**

To approve the following policies as recommended by the resources committee:

 - a) Standing orders
 - b) Management Risk Assessment
 - c) Reserves Policy
 - d) Model Publication Scheme
- 10. Memorial Field**
 - a) To receive an update from Cllr. Lock regarding the progress with the Memorial Field.
 - b) To note the projected overspend on budget of £1,100 due to additional items. The original budget was £45,000 which was Reforecast to £42,500 and the expected spend is now £43,600.



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11. Neighbourhood Plan

Update from Cllr. Smith following publication of Examiner's report and the meeting of the Neighbourhood Plan Steering Group held on the 9th November 2022.

12. Energy Projects

To consider responding to the National Grid Sea Link and Euro Link consultation.

13. Committee Members

To agree the appointment of Cllr. Gulliford and Cllr. Kiff to the Planning & Development and Events & Communications Committees.

14. Bell Hotel Parking

To consider an email regarding parking for The Bell Hotel with potential to use Town House spaces overnight for a fee.

15. Reports from outside bodies

- a) To consider how to receive reports from outside bodies
- b) To confirm membership of outside bodies

16. 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 appointments of staff being transacted.

K. Bailey Clerk

10/11/2022