

Saxmundham Town Council



Members of the Resources Committee are summoned to attend a meeting on Monday 27th February 2023 at 12.00 noon at The Town House, Saxmundham

AGENDA

1) Apologies for Absence

To receive and approve apologies for absence.

2) Declaration of Interests

Councillors to declare any pecuniary or non-pecuniary interests and consider any requests for dispensation.

3) Open Forum:

Members of the public may give their views on issues on this agenda or raise issues for future consideration.

4) Minutes

To resolve that the minutes of the meeting held on 30th January 2023 are a true and accurate record.

5) Town Council

- a) To approve the payments and note the receipts for February 2023.
- b) To note the bank balances and to approve the bank reconciliations as of 31st January 2023.
- c) To note the Trial Balance and the Income and Expenditure Report as of 22nd February 2023.
- d) To consider investing savings in other financial products/institutions.

6) Market Hall

- a) To approve the payments and note the receipts for February 2023.
- b) To note the bank balances and to approve the bank reconciliation as of 31st January 2023.
- c) To note the Trial Balance and the Income and Expenditure Report as of 22nd February 2023.
- d) To note the Internal Audit report for the financial year ended 31st March 2022.

7) Gannon Rooms

- a) To approve the payments and note the receipts for February 2023.
- b) To note the bank balances and to approve the bank reconciliations as of 31st December 2022.
- c) To note the Trial Balance and the Income and Expenditure Report as of 22nd February 2023.

8) Small Grants

- a) To further consider an application for £1,000 from the Disability Advice Service (East Suffolk).
- b) To further consider an application from Sax Music Fest for a financial contribution.
- c) To consider an application from Citizens Advice East Suffolk for a financial contribution.

9) Administration

- a) To conduct the annual review and approval of the Asset Register.
- b) To conduct the annual review and approval of the Internal Controls Statement.

10) 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.

11) Potential Asset Transfer

To receive an update.

Sharon Smith

Responsible Financial Officer

22nd February 2023