



Saxmundham Town Council

Minutes of the Resources Committee Meeting Monday 30th January 2023
12 noon at the Town House, Station Approach, Station Road, Saxmundham

Committee Members in Attendance:

Cllr. John Findlay (Chair)
Cllr. Di Eastman
Cllr. John Fisher
Cllr. Jeremy Smith
Cllr. Elizabeth Clark
Cllr. James Sandbach

Also Present:

Sharon Smith – Committee Clerk/RFO
Katy Bailey – Town Clerk

01/23R Apologies for Absence.
None.

02/23R Declarations of Interest
None declared.

03/23R Open Forum
No members of the public were present.

04/23R Minutes of the Previous Meeting
It was unanimously RESOLVED to approve the amended minutes of 8th December 2022 and the minutes of 19th December 2022 as true and accurate records.

05/23R Town Council

- a) **It was unanimously RESOLVED** to ratify the payments for January 2023.
- b) The Committee noted the receipts for January 2023.
- c) The Committee noted the bank balance of £37,481.61 at Unity Trust Bank and £160,092.06 at Cambridge Building Society as at 31st December 2022.
- d) The Committee accepted Cllr. Di Eastman's recommendation to approve the bank reconciliation as at 31st December 2022.
- e) The Committee noted the Trial Balance and the Income and Expenditure Report as at 25th January 2023.
- f) **It was unanimously RESOLVED** to recommend to the Town Council that the Trustees of the Market Hall are permitted to request financial support from the Town Council, when required during the financial year 20230-2024, to develop an events programme.

06/23R Market Hall

- a) **It was unanimously RESOLVED** to ratify the payments for January 2023.
- b) The Committee noted the receipts for January 2023.
- c) The Committee noted the bank balance of £16,806.41 as at 31st December 2022.
- d) The Committee accepted Cllr. Di Eastman's recommendation to approve the bank reconciliation as at 31st December 2022.
- e) The Committee noted the Trial Balance and the Income and Expenditure Report as at 25th January 2023.

Signed _____ Date _____

- f) The Committee noted that the Trustees of the Market Hall had agreed to proceed with repairs to the window and this may result in the Market Hall reporting a loss for the financial year 2022-2023.

07/23R Gannon Rooms

- a) **It was unanimously RESOLVED** to ratify the payments for January 2023.
- b) The Committee noted the receipts for January 2023.
- c) The Committee noted the bank balances of £4,664.13 at Unity Trust Bank and £393.83 at Barclays Bank as at 19th December 2022.
- d) The Committee accepted Cllr. Di Eastman's recommendation to approve the bank reconciliation as at 31st November 2022.
- e) The Committee noted the Trial Balance and the Income and Expenditure Report as at 25th January 2023.
- f) The Clerk updated the Committee on the bank accounts switch to Unity Trust.

08/23R Small Grants

- a) The Committee considered an application for £1,000 from the Disability Advice Service (East Suffolk). It was agreed to defer this item until next month's meeting to ascertain the date and value of the previous grant and to clarify whether this request falls under next financial year's budget.
- b) The Committee considered an application from Sax Music Fest for a financial contribution. It was agreed to defer this item until next month's meeting to allow for consideration of the organisation's financial information.

09/23R Administration

- a) The Committee conducted the annual review and approval of the Model Financial Regulations.
- b) The Committee approved the information to be made available in the Model Publication Scheme pursuant to the Freedom of Information Act 2000.
- c) The Committee noted the update of the previously agreed budget amounts to the Strategic Objectives for the financial year 2023-2024. The Committee asked for a short report on progress on Strategic Objectives actions for the financial year 2022-2023.
- d) The Committee noted the s.137 expenditure limit at £8.82 per elector for the financial year 2022-2023, the calculated limit, and the expenditure to date.

10/23R It was unanimously RESOLVED 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.

11/23R Possible Land Transfer

The Committee considered a possible transfer to the Council of land adjacent to 32 High Street. **It was unanimously RESOLVED** to, in principle, support the acquisition of the land subject to the satisfactory conclusion of legal, financial, maintenance, and public access rights' matters. It was further agreed to authorise Cllr. Jeremy Smith, in conjunction with the Officers, to liaise further with the landowners and for the Town Council to contribute a reasonable financial amount towards legal expenses.

The meeting closed at 1:45 pm

Sharon Smith Committee Clerk/RFO

Signed _____ Date _____