

Saxmundham Town Council



**Members of the Resources Committee are summoned to attend a meeting on
Monday 26th September 2022 at 12.00 at The Town House**

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, at the discretion of the Chairman.

4) Minutes

To resolve that the minutes of the meeting held on 30th August 2022 are a true and accurate record.

5) Town Council

- a) To approve the payments and note the receipts for September 2022.
- b) To note the bank balances and to approve the bank reconciliation as of 31st August 2022.
- c) To note the Trial Balance and the Income and Expenditure Report as of 22nd September 2022.
- d) To receive an update on the addition of new signatories.
- e) To ratify the decision to apply for a grant from ESDC of £1000 towards the Christmas Event.

6) Market Hall

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

7) Gannon Rooms

- a) To approve the payments and note the receipts for August 2022.
- b) To note the bank balances as of 19th August 2022.
- c) To approve the bank reconciliation as of 31st July 2022.
- d) To note the Trial Balance and the Income and Expenditure Report as of 22nd September 2022.
- e) To receive an update on the bank accounts switch to Unity Trust.
- f) To approve the allocation of £10,000 of Community Infrastructure Levy receipts, previously earmarked for the Gannon Rooms, for a new boiler costing £9,734.38, excluding VAT.
- g) To review comments made by ABC radio regarding the licence for the front part of the Gannon Rooms.

8) New Furniture/Equipment

- a) To receive authority for the purchase and installation of a projector for use at Council meetings costing £329.82 from the Equipment Budget.
- b) To agree to the allocation of £750 for the purchase of two work desks for new staff, refurbishment of a laptop and purchase of a mobile phone on a PAYG contract for the Caretaker.

9) Leaflet Printing for the Memorial field and Trail

To approve the request to allocate up to £350 for printing leaflets regarding the Memorial Trail.

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 business regarding staff appointments being discussed.

Sharon Smith, Responsible Financial Officer

Thursday, 22 September 2022