



# Saxmundham Town Council

**All Members of Saxmundham Town Council are summoned to attend a meeting of the Town Council**  
**Wednesday 5<sup>th</sup> April 2023, 7.15pm, Market Hall Saxmundham**

## AGENDA

- 1. Open Forum:**
  - a) 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.
- 2. Apologies and Approvals of Absence:** To receive apologies for absence.
- 3. 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.
- 4. Minutes of the Previous Meeting:**
  - a) To resolve that the draft minutes of the Saxmundham Town Council Full Council meeting held 13<sup>th</sup> March 2023 are a true and correct record.
- 5. Minutes of the Previous Committee Meetings:**
  - a) To note the draft minutes of the Gannon Institute Trust held 13<sup>th</sup> March 2023.
  - b) To note the draft minutes of the Amenities and Services Committee held 27<sup>th</sup> March 2023.
  - c) To note the draft minutes of the Planning & Development Committee held 16<sup>th</sup> November 2022 and 8<sup>th</sup> March 2023.
- 6. County Councillor's Report:** To receive a report from County Councillor Richard Smith MVO.
- 7. District Councillor's Report:** To receive a report from District Councillor John Fisher.
- 8. Chair's Report:** To receive a report from the Town Council Chair, Cllr Di Eastman.
  - Coronation Plans (06/05/2023 – 08/05/2023)
  - Arts Festival (10/06/2023)
  - Scout Hut
  - Community Policing
  - Annual Town Meeting
- 9. Clerk's Report:** To receive a report from the Town Clerk
  - ROSPA report update.
  - Update from Town Clerks for East Suffolk quarterly meeting.
  - Update on Saxmundham Welfare Charities.
- 10. Financial Matters:**
  - a) To note and ratify the payments and receipts for March 2023 for the Town Council, Market Hall and Gannon Institute.
  - b) To note the bank balances at 31<sup>st</sup> March 2023 for the Town Council, Market Hall and Gannon Institute.
  - c) To review Town Council budget versus actual income and expenditure at 31<sup>st</sup> March 2023.
  - d) To approve the Community Infrastructure Levy Report for the financial year 2022/23.
  - e) To confirm the allocation of the budgeted grant to Saxmundham Music Festival.
  - f) To note the review of the effectiveness of the internal audit for the financial year 2021/2022.
  - g) To accept the Resources Committee recommendation to allocate £5,000.00 from the capital replacement fund to the Gannon Rooms committed expenditure.
  - h) To consider a proposal from the Gannon Institute Management Committee for potential borrowing to meet capital expenditure with regards to The Gannon Rooms.



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**11. Council Election**

To update Councillors on arrangements for the election.

**12. Energy Projects:** To receive an update from Responsible Financial Officer

**13. Memorial Field:** To receive an update from Cllr Tim Lock regarding the progress with the Memorial Field.

- a) To approve the recommendations from the amenities committee to install and finance the watering system.

**14. Old Fromus Centre Site Development:** To discuss Suffolk County Council plans and future arrangements for community garden.

**15. East Suffolk Democratic Planning Alliance:** To receive an update from Cllr Nigel Hiley.

**16. Reports from outside bodies**

To receive reports from outside bodies:

- a) CAB – Cllr James Sandbach
- b) Community Partnership – Cllr Di Eastman
- c) IP17 GNS – Cllr Di Eastman
- d) East Suffolk Travellers' Association - Cllr John Fisher
- e) Footpath Warden – Cllr John Fisher
- f) Tree Warden – Cllr John Fisher
- g) Patient Participation Group – Cllr Nigel Hiley and Cllr James Sandbach
- h) Suffolk Association of Local Councils – Cllr Di Eastman
- i) Sizewell A and B – Cllr James Sandbach and Cllr Nigel Hiley

**K. Bailey  
Town Clerk**

**31/03/2023**