



Saxmundham Town Council

All Members of the Gannon Institute Management Committee are summoned to attend a meeting on **Wednesday 24th May 2023 on the rising of the Market Hall Management Committee which meets at 10.30 am in the Conference Room of the Town House.**

AGENDA

1) Apologies for Absence

To receive apologies for absence.

2) Pecuniary/Non-Pecuniary Interests

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 receive the minutes of the previous meeting held on 22nd March 2023.

4) Financial Reports

- a) To approve the Income and Expenditure Accounts for the financial year 2022-2023.
- b) To approve the Balance Sheet as of 31st March 2023.
- c) To approve the Bank Reconciliation for the financial year 2022-2023.
- d) To note the Internal Auditor Independent Examination Report for the financial year 2022-2023 (if received).
- e) To note the bank balances as of 30th April 2023.
- f) To note the payments and receipts for March and April 2023.
- g) To note the payments and receipts to 19 May 2023.
- h) Explanatory note from the RFO.

5) Gannon rooms refurbishment

- a) To receive a progress report on the schedule of works, and recent quotes for plastic fascias from Prime Finish.
- b) To receive an update report on process for seeking PWLB loan.

6) To note the work done by ABC Radio and to consider their request for an extension of their charge free period in relation to the studio ceiling.

7) Future use of the main hall.

- a. Report on outcome of discussions with IP17 GNS.
- b. Other community uses including charges.

8) Date and time of next meeting

J Morcom

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Date Thursday, 19th May 2023

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