



Saxmundham Town Council

**All Members of Saxmundham Town Council are summoned to attend a
meeting of the Town Council
Monday 12th June 2023, 7.30pm, 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 15th May 2023 are a true and correct record.
- 5. Minutes of the Previous Committee Meetings:**
 - a) To note the updated draft minutes of the Resources Committee held on the 23rd April 2023
 - b) To receive the draft minutes of the Resources Committee held on the 30th May 2023
 - c) To receive the draft minutes of the Events and Communications Committee held 2nd June 2023
 - d) To receive the draft minutes of the Planning and Development Committee meeting 3rd May 2023
 - e) To note the draft minutes of the Market Hall Management Committee meeting 24th May 2023
 - f) To note the draft minutes of the Gannon Institute Management Committee meeting 24th May 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.
 - Arts Festival (10/06/2023)
 - Annual Town Meeting
- 9. Clerk's Report:** To receive a report from the Town Clerk
 - Saxmundham and North East Feedback - Wellbeing
- 10. Financial Matters:**
 - a) To note and ratify the payments and receipts for May 2023 for the Town Council, Market Hall and Gannon Institute.
 - b) To note the bank balances at 31st May 2023 for the Town Council, Market Hall and Gannon Institute.
 - c) To review Town Council budget versus actual income and expenditure at 31st May 2023.
 - d) Following approval of the Gannon Institute Trust, to review the business case, supporting appendices and borrowing application and to resolve to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a Public Works Loan Board loan of £20,000 over the borrowing term of 10 years for the purpose of funding necessary capital expenditure to refurbish the Gannon Rooms. The annual loan repayments will come to around £2,846.76. It is not intended to increase the council tax precept for the purpose of the loan repayments.
 - e) To agree to underwrite all, or part, of the proposed PWLB loan repayments of £2,846.76 per annum.



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- 11. Neighbourhood Plan:** To receive an update from Cllr Jeremy Smith.
- 12. Energy Projects:** To receive an update from Responsible Financial Officer
- 13. Reports from outside bodies**
To receive reports from outside bodies:
 - a) CAB – Cllr. James Sandbach
 - b) Community Partnership – Cllr. Di Eastman
 - c) East Suffolk Travel Association – Cllr. John Fisher
 - d) Footpath Warden – Cllr. John Fisher
 - e) Tree Warden – Cllr. Elizabeth Clark
 - f) Patient Participation Group – Cllr. Tim Lock and Cllr. James Sandbach
 - g) Suffolk Association of Local Councils – Cllr. Di Eastman
 - h) Sizewell A and B – Cllr. James Sandbach
 - i) Saxmundham Welfare Charities – Cllr. James Sandbach
- 14. 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 business being transacted.**
- 15. Staffing** To receive a progress report from the Resources Committee on arrangements for a staffing review. (A copy of the Committee's draft resolution will be circulated separately)."

K. Bailey
Town Clerk

07/06/2023