

Saxmundham Town Council



Members of the Resources Committee are summoned to attend a meeting on Tuesday 27th June 2023 at 12:00 noon at The Town House, Saxmundham

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.

4) Minutes

- a) To resolve that the minutes of meeting held on 30th May 2023 are a true and accurate record.

5) Town Council

- a) To approve the payments and note the receipts to 22nd June 2023.
- b) To note the bank balances and to approve the bank reconciliation as of 31st May 2023.
- c) To note the Budget versus Actual Income and Expenditure Reports as of 22nd June 2023.
- d) To appoint an independent internal auditor for the financial year 2023-2024.

6) Market Hall

- a) To approve the payments and note the receipts to 22nd June 2023.
- b) To note the bank balances and to approve the bank reconciliation as of 31st May 2023.
- c) To note the Budget versus Actual Income and Expenditure Reports as of 22nd June 2023.
- d) To agree to write off £100 of bad debts arising from private bookings in previous financial years.

7) Gannon Institute

- a) To approve the payments and note the receipts to 22nd June 2023.
- b) To note the bank balances and to approve the bank reconciliations as of 31st May 2023.
- c) To note the Income and Expenditure Report as of 22nd June 2023.
- d) To consider a budget for 2023-2024 and recommend its approval to the Management Committee.

8) Small Grants

- a) To receive an update regarding an application for a grant from Leiston Football Club.
- b) To consider an application for a grant from Saxmundham Museum.
- c) To consider an application for a grant from Saxmundham Music and Arts CIC.

9) Reports from the RFO for Consideration

- a) To receive a report regarding the renewal of the Scout Hut lease.
- b) To receive a report regarding the Town Council and Market Hall utility accounts.

10) Policy and Legal

- a) To receive an update on the transfer of land adjacent to 32 High Street.
- b) To confirm the Green Team's authority to spend.

11) Confidential Matters

- a) To consider a motion to exclude the public under the Public Bodies (admission to meetings) Act 1960.
- b) To receive a progress report on staffing matters.
- c) To consider the extension of the Town Centre Co-ordinators' employment contracts.

Saxmundham Town Council

Sharon Smith
Responsible Financial Officer
22nd June 2023