



Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting on Monday 11th September 2023 at 7:30 pm at the Market Hall, 29 High Steet, Saxmundham

Agenda

1. Apologies and Approvals for Absence

2. Members' Declarations of Interest and Considerations of Requests for Dispensations

3. Open Forum

- a) Members of the public may address the Council on any agenda item or raise issues for future consideration. They may speak for up to 3 minutes and the session will last no longer than 15 minutes.
- b) To receive a report from County Councillor Richard Smith MVO.
- c) To receive a report from District Councillor John Fisher.

4. Minutes

- a) To resolve that the draft minutes of the meeting held on 10th July 2023 are a true and accurate record.
- b) To receive the draft minutes of the Resources Committee meeting held on 25th July 2023.
- c) To receive the draft minutes of the Amenities and Services Committee meeting held on 26th July 2023.
- d) To receive the draft minutes of the Planning and Development Committee meeting held on 26th July 2023.
- e) To receive the draft minutes of the Events and Communications Committee meeting held on 27th July 2023.
- f) To receive the draft minutes of the Staffing Sub-Committee meeting held on 22nd August 2023.

5. Town Development

- a) To receive a report from Cllr Jeremy Smith on the South Saxmundham Garden Neighbourhood.
- b) To receive a report from Cllr Jeremy Smith on the old Fromus Centre.
- c) To receive a report from Cllr Jeremy Smith on the Neighbourhood Plan.
- d) To receive a report from Cllr Benjamin Gulliford on the Seaman Avenue Wildlife Walk.

6. Reports

- a) To receive a report from the Chair of the Town Council.
- b) To receive a report from the Acting Town Clerk.
- c) To receive an Energy Projects report from the Acting Town Clerk.

7. Finance

- a) To note the payments and receipts for July and August 2023.
- b) To note the bank balances as at 31st August 2023.
- c) To review the budgeted versus actual income and expenditure report as at 31st August 2023.
- d) To consider and approve an amendment to the Financial Regulations.
- e) To consider and approve a request from the Gannon Institute Trustees to transfer the PWLB loan balance.

8. Correspondence

To note the correspondence received since the last meeting and take any necessary action.

9. Confidential Matters

- a) To consider a motion to exclude the public under the Public Bodies (Admission to Meetings) Act 1960.
- b) To receive a Staffing and Structure Report from the Acting Town Clerk and to consider and approve recommendations from the Resources Committee.

Sharon Smith
Acting Town Clerk/RFO
6th September 2023