



Saxmundham Town Council

Members of the Resources Committee are summoned to attend a meeting on Tuesday 7th November 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

To resolve that the minutes of the meetings held on 3rd and 12th October 2023 are true and accurate records.

5) Town Council

- a) To approve the payments and note the receipts to 31st October 2023.
- b) To note the bank balances and approve the bank reconciliations as of 30th September 2023 and 31st October 2023.
- c) To note the Budget versus Actual Income and Expenditure Reports as of 31st October 2023.
- d) To note the receipt of the second instalment of the precept of £120,987.57 on 29th September 2023.
- e) To receive the RFO's budget forecast to 31st March 2024.
- f) To consider the financial outlook for the next financial year to provide an outline to the Town Clerk in respect of drafting a budget for 2024-2025.
- g) To receive a report from the Amenities and Services Committee regarding the Memorial Garden roundel.
- h) To receive a report and recommendations about the Christmas Fayre.
- i) To consider quotations to replace the Town House roof.

6) Market Hall

- a) To note the payments and receipts to 31st October 2023.
- b) To note the bank balances and approve the bank reconciliation as of 30th September 2023 and 31st October 2023.
- c) To note the Budget versus Actual Income and Expenditure Reports as of 31st October 2023.
- d) To receive any recommendations regarding financial matters from the Management Committee.

7) Gannon Institute

- a) To note the payments and receipts to 31st October 2023.
- b) To note the bank balances and approve the bank reconciliations as of 30th September 2023 and 31st October 2023.
- c) To note the Income and Expenditure Report as of 31st October 2023.
- d) To receive any recommendations regarding financial matters from the Management Committee.

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8) Small Grants

- a) To consider an application for a grant for £3,000 from CYDS Youth Project for youth activities.
- b) To consider an application for a grant from the Saxmundham Walking Community for safety clothing.
- c) To consider an application for a grant to support the Sax Music Fest 2024.
- d) To consider an application for a grant from Citizens Advice.

9) Confidential Matters

- a) To consider a motion to exclude the public under the Public Bodies (Admission to Meetings) Act 1960.
- b) To receive an update regarding staffing matters.

Sharon Smith
Town Clerk/RFO
2nd November 2023