



Saxmundham Town Council

All Members of the Gannon Institute Management Committee are summoned to attend a meeting on **Wednesday 20th November 2023 on the rising of the Market Hall Management Committee in 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 Meetings

- a. To approve the minutes of the Gannon Institute Management Committee meeting held on 2nd October 2023.
- b. To receive the draft minutes of the Gannon Institute Trustee meeting held on 13th November 2023 if available.

4. Financial Reports

- a. To approve the payments and receipts for October and to 17th November 2023.
- b. To note the bank balances as of 17th November 2023.
- c. To note the budgeted versus actual income and expenditure as of 17th November 2023 and the accompanying note from the Town Clerk regarding any implications for next year's budget.
- d. Discussion of any new priorities for next year's budget.

5. Gannon rooms refurbishment and repairs

- a. To receive an update regarding repairs, maintenance, and refurbishment.

6. To consider the redrafted asbestos policy.

7. To receive an update on future use of the Hall.

Date and time of next meeting – 24th January 2023

Date Wednesday 15th November 2023.

Deputy Town Clerk Saxmundham to Town Council

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