



## Saxmundham Town Council

Members of the Town Council as Trustees of the Gannon Institute Trust are summoned to attend a meeting on Monday 13<sup>th</sup> November 2023 at 9:00 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. Public Participation Session
4. Minutes

To resolve that the draft minutes of the meeting held on 11<sup>th</sup> September 2023 are a true and accurate record.

5. Refurbishment Programme

- a) To receive a report from the Chair of the Management Committee.
- b) To consider and approve a quotation for £14,312 (net of VAT) from PC Rust to build an accessible toilet.

Sharon Smith  
Town Clerk/RFO  
9<sup>th</sup> November 2023