



Saxmundham Town Council

Minutes of the Meeting of the Gannon Institute Trust Monday 12th June 2023, 7:00pm, The Market Hall, Saxmundham

Councillors

J. Findlay (Chair), J. Fisher, C. Hawkins, T. Lock, J. Sandbach, J. Smith, E. Clark

Also present: Katy Bailey (Town Clerk), Sharon Smith (RFO)

Open Forum: There were no members of the public present.

5/23GIT **Apologies:**

Apologies received from Cllr. Di. Eastman (Chair) - meeting chaired by John Findlay
Absent Cllr. Marianne Kiff, Cllr. Tim Lock and Cllr. Benjamin Gulliford

6/23GIT **Declaration of Interest:**

There were no Declarations of Interests.

7/23GIT **Minutes of the previous meeting**

The Minutes of 5th April 2023 were presented and adopted as a true and accurate record.

8/23GIT **Minutes of the Gannon Institute Management Committee Meeting**

The Minutes of 24th May 2023 were noted.

9/23GIT **Appointment of the Gannon Institute Management Committee**

- a) Terms of Reference - It was proposed to remove after Trustee 'so that Council funds are allocated' - on bullet point 5 of the financial and statutory matters.
- b) **RESOLVED - to accept the Terms of Reference with the proposed change made.**
- c) Cllr. Jeremy Smith, Cllr. Di Eastman, Cllr. John Fisher, Cllr. Charlotte Hawkins and Cllr. Tim Lock were appointed to the Gannon Institute Management Committee.
- d) Cllr. Jeremy Smith was appointed as Chair of the Gannon Institute Management Committee.

11/23GIT **Finance**

- a) The Income and expenditure accounts for 2022-23 were approved.
- b) The balance sheet as of 31st March 2023 was approved.
- c) The bank reconciliation for the financial year 2022-23 was approved.
- d) The Internal Auditor Independent Examination Report for the financial year 2022-23 was considered and noted.

Signed _____ Date _____

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RESOLVED - that the Auditor's recommendation that the Trustee delegate greater financial autonomy to the Committee should be referred to the Management Committee to make a proposal.

- e) **RESOLVED - That the recommendation to the Town Council to seek a loan from the PWLB of £20,000 to complete the necessary works to the Gannon Rooms be agreed.**

Gannon Rooms

- a) There was no further update to report: IP17 GNS were still interested in moving into the Gannon Rooms but were unable to afford the rent at this stage but were looking for a source of funding. In the meantime, it was noted that the Gannon Rooms would be improved to a standard for community use.
- b) It was noted that Alde and Blythe Community Radio had done a significant amount of work to improve the Gannon Rooms.
- c) **RESOLVED-That the charge free period for ABC Radio be extended to 31/12/2023.**
- d) The Trustees noted the decision to replace rotten facias at the side of the building pending research into any restrictions relating to the conservation regulations.

Meeting ended at 7:18 pm

Katy Bailey
Clerk to Saxmundham Town Council

Signed _____ Date _____