



# Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 15<sup>th</sup> January 2024 at 7:00 pm at the Market Hall, High Street, Saxmundham

## Agenda

### 1. Attendance and Apologies for Absence

### 2. Declaration of Interests

Councillors to declare any pecuniary interests or non-pecuniary interests and consider requests for dispensations.

### 3. Open Forum

- a) Members of the public may give their views on items on this agenda or raise items for future consideration.
- b) To receive a report from County Councillor Richard Smith.
- c) To receive a report from District Councillor John Fisher.

### 4. Minutes

- a) To resolve that the minutes of the meetings held on 11<sup>th</sup> December 2023 and 15<sup>th</sup> December 2023 are true and accurate records.
- b) To receive the draft minutes of the Resources Committee meeting held on 9<sup>th</sup> January 2024.
- c) To receive the draft minutes of the Events and Communications Committee meeting held on 11<sup>th</sup> January 2024.
- d) To receive the draft minutes of the Amenities and Services Committee meeting held on 20<sup>th</sup> December 2024.

### 5. Reports

- a) To receive a report from the Town Council Chair.
- b) To receive a report from the Neighbourhood Plan Steering Group Chair.
- c) To receive a report from the Town Clerk, including a Crime Report.
- d) To receive an Energy Projects Report from the Town Clerk.

### 6. Finance Report

- a) To note the payments and receipts for December 2023.
- b) To note the bank balances as at 31<sup>st</sup> December 2023.
- c) To note the budgeted versus actual income and expenditure report as at 31<sup>st</sup> December 2023.
- d) To note the forecast to the financial year end.

### 7. Financial Year 2024-2025

- a) To resolve to accept the Resources Committee recommendation to adopt the draft budget of £257,550 for the financial year 2024-2025.
- b) To resolve to accept the Resources Committee recommendation to set the precept at £254,050 for 2024-2025 which is a 4.99% increase to the 2023-2024 precept to meet necessary expenditure and level of reserves. The cost to a Band D property will be £158.03 per annum which is an increase of £7.73 per annum compared with last financial year.
- c) To resolve to accept the Resources Committee recommendation to transfer the surplus of £3,809 in the draft budget to the general reserve.

## **8. Correspondence**

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

## **9. Memorial Field**

- a) To consider a request from Saxmundham Music and Arts CIC for permission to hold Sax Music Fest on the Memorial Field in August 2024.
- b) To consider a request from CYDS to paint a mural on the wall of the Youth Booth as a promotional piece of public art.

## **10. Next Meeting**

To consider the date and time of the next meeting which is scheduled for either Monday 12<sup>th</sup> or 19<sup>th</sup> February 2024 at 7:00 pm.

**Sharon Smith**  
**Town Clerk/RFO**  
**10<sup>th</sup> January 2024**