



Saxmundham Town Council

Members of the Resources Committee are summoned to attend a meeting on Tuesday 6th February 2024 at 12 noon at the Town House, Station Approach, 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

Members of the public may give their views on items on this agenda or raise items for future consideration.

4. Minutes

To resolve that the minutes of the meeting held on 9th January 2024 are a true and accurate record.

5. Town Council

- a) To approve the payments and note the receipts to 31st January 2024.
- b) To note the bank balances as at 31st January 2024.
- c) To approve the bank reconciliation as at 31st January 2024.
- d) To note the budget versus actual income and expenditure report as at 31st January 2024.
- e) To agree to transfer £19,789.96 to the Cambridge Building Society.
- f) To note the expenditure under s.137 of the Local Government Act 1972 for the financial year 2023-2024.
- g) To agree to increase the fidelity guarantee insurance to the next band of £500,000 with immediate effect.
- h) To consider contributing to the cost of the Memorial Garden roundel.
- i) To receive and note the Town House roof inspection report.
- j) To further consider the budget for the Christmas and Arts Fest events.
- k) To approve the contribution of £1,000 plus VAT towards the seller's conveyancing costs of land adjacent to 32 High Street.
- l) To receive any recommendations regarding financial matters from the Amenities and Services Committee.

6. Market Hall

- a) To note the payments and note the receipts to 31st January 2024.
- b) To note the bank balances as at 31st January 2024.
- c) To note the bank reconciliation as at 31st January 2024.
- d) To note the budget versus actual income and expenditure report as at 31st January 2024.
- e) To receive any recommendations regarding financial matters from the Management Committee.

7. Gannon Institute

- a) To note the payments and note the receipts to 31st January 2024.
- b) To note the bank balances as at 31st January 2024.
- c) To note the bank reconciliation as at 31st January 2024.
- d) To note the budget versus actual income and expenditure report as at 31st January 2024.
- e) To receive any recommendations regarding financial matters from the Management Committee.

8. Policy Review

- a) To conduct the annual and review and approval of the Standing Orders.
- b) To conduct the annual review and approval of the Model Publication Scheme.

9. Next Meeting

To note the date and time of the next meeting which is scheduled for Tuesday 5th March 2024 at 12 noon.

Sharon Smith

Town Clerk

1st February 2024