



Saxmundham Town Council

Minutes of the Meeting of the Gannon Institute Trust held on Monday 13th November 2023 at 9:40 pm at the Market Hall, High Street, Saxmundham

Attendees:

Cllr Di Eastman (Chair)
Cllr John Findlay (Vice-Chair)
Cllr John Fisher
Cllr Jeremy Smith
Cllr Benjamin Gulliford
Cllr Elizabeth Clark
Cllr Tim Lock
Cllr Charlotte Hawkins
Cllr Marianne Kiff
Cllr James Sandbach

Also Present:

Sharon Smith – Town Clerk

19/23GIT **Apologies**
None.

20/23GIT **Declaration of Interest:**
None.

21/23GIT **Open Forum**
None.

22/23GIT **Minutes**

It was unanimously RESOLVED to approve the minutes of 11th September 2023 as a true and accurate record.

23/23GIT **Refurbishment Programme**

The Chair of the Management Committee reported that, at its meeting in October 2023, it was noted that the necessary three contractors had not been invited to quote for the works to build an accessible WC. The Deputy Town Clerk sought three quotes but only one, PC Rust, responded and agreed to honour the cost he initially quoted last March. Cllr Jeremy Smith proposed that the Trust accepts the quotation for £14,312 (net of VAT) from PC Rust. Seconded by Cllr John Fisher and **unanimously RESOLVED**.

The meeting closed at 9:45 pm
Sharon Smith – Town Clerk/RFO

Signed _____ Date _____