



## Saxmundham Town Council

Members of the Town Council as Trustee of the Market Hall Trust are summoned to attend a meeting on Monday 11<sup>th</sup> September 2023 at 7:20 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. **Open Forum**

Members of the public may address the Council on any agenda item or raise issues for future consideration. They may speak for up to 3 minutes and the session will last no longer than 15 minutes.

4. **Minutes**

To resolve that the draft minutes of the meeting held on 12<sup>th</sup> June 2023 are a true and accurate record.

5. **Reports**

To receive a report from the Chair of the Management Committee.

6. **Finance**

- a) To note the payments and receipts for July and August 2023.
- b) To note the bank balance as at 31<sup>st</sup> August 2023.
- c) To review the budgeted versus actual income and expenditure report as at 31<sup>st</sup> August 2023.

**Sharon Smith**  
**Acting Town Clerk/RFO**  
**6<sup>th</sup> September 2023**