



Saxmundham Town Council

Minutes of the meeting of the Market Hall Trust held on Monday
11th December 2023 at the Market Hall, High Street Saxmundham at 7:40 pm.

Minutes

13/23MHT

Attendees

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

Apologies

Cllr Tim Lock

Also Present

Sharon Smith (Town Clerk)
Three members of the public

14/23MHT

Declaration of Interests

None.

15/23MHT

Open Forum

None.

16/23MHT

Minutes

- a) It was **unanimously resolved** to approve the draft minutes of the meeting held on 11th September 2023 as a true and accurate record.
- b) The Council received the draft minutes of the Market Hall Management Committee meeting held on 20th November 2023.

17/23MHT

Finance

- a) The Council noted the payments and receipts for September, October and November 2023.
- b) The Council noted the bank balances as at 30th November 2023.
- c) The Council noted the budgeted versus actual income and expenditure report as at 30th November 2023.

18/23MHT

Administration

The Council authorised Sharon Smith, as Town Clerk, to be the main contact person with the Charity Commission.

19/23MHT

Next Meeting

The next meeting was not scheduled.

The meeting closed at 7:45 pm.

Signed _____ Date _____

Sharon Smith
Town Clerk

Signed _____ Date _____

Saxmundham Town Council, The Town House, Station Approach, Saxmundham, IP17 1BW
www.saxmundham.org 01728 604595 townclerk@saxmundham-tc.gov.uk