



Saxmundham Town Council

Members of the Resources Committee are summoned to attend a meeting on Tuesday 2nd April 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 5th March 2024 are a true and accurate record.

5. Town Council

- a) To approve the payments and note the receipts to 31st March 2024.
- b) To note the bank balances as at 31st March 2024.
- c) To approve the bank reconciliation as at 31st March 2024.
- d) To note the budget outturn report for the financial year 2023-2024.
- e) To note the outstanding balance of £30,270.52 on the PWLB loan which is due to be repaid by May 2025.
- f) To consider allocating funding to the Blue Spaces Team to support match funding applications.
- g) To consider a request from the Environment Coordinator for the Blue Spaces Team lead volunteer to be allocated a saxmundham-tc.gov.uk email address.
- h) To agree to open a savings account with Unity Trust.
- i) To agree to renew the insurance policy with Clear Council.
- j) To receive any financial matters from the Amenities and Services Committee.
- k) To receive any financial matters from the Events and Communications Committee.

6. Market Hall

- a) To note the payments and note the receipts to 31st March 2024.
- b) To note the bank balances as at 31st March 2024.
- c) To note the bank reconciliation as at 31st March 2024.
- d) To note the budget outturn report for the financial year 2023-2024.
- e) To agree to open a savings account with Unity Trust.
- f) To receive any financial matters from the Management Committee.

7. Gannon Institute

- a) To note the payments and note the receipts to 31st March 2024.
- b) To note the bank balances as at 31st March 2024.
- c) To note the bank reconciliation as at 31st March 2024.
- d) To note the budget outturn report for the financial year 2023-2024.
- e) To note the approved budget for the financial year 2024-2025.
- f) To receive any financial matters from the Management Committee.

8. Small Grants

- a) To consider a request from Sax Music Fest for additional grant funding of £2,000.
- b) To consider a request from Saxmundham Sports Bowls Club for a grant for £445 for new polo shirts including permission to use the Town Council logo.

9. Policies

To review and approve a Volunteer Policy.

10. Next Meetings

- a) To note the date and time of the next meeting which is scheduled for Tuesday 7th May 2024 at 12 noon.
- b) To consider the draft meetings schedule for 2024-2025.

Sharon Smith
Town Clerk/RFO
25th March 2024