



Saxmundham Town Council

Members of the Gannon Institute Management Committee are summoned to attend a meeting on Tuesday 6th February 2024 at 11:30 am 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 24th January 2024 are a true and accurate record.

5. Maintenance Report

To receive a progress report about the refurbishment works and reactive repairs.

6. Finance Report

- a) To approve the payments and receipts for January 2024.
- b) To note the budget versus actual income and expenditure report as at 31st January 2024.
- c) To note the bank balances as at 31st January 2024.
- d) To note the forecast to the financial year end and the forecasted general reserves.
- e) To further consider and approve the draft budget for the financial year 2024-2025.

7. Licences

- a) To further consider the draft licence for IP17 Good Neighbours Scheme.
- b) To further consider granting ABC Radio a charge-free period to 31st March 2024.

8. Next Meeting

To note the date and time of the next meeting which is scheduled for Wednesday 20th March 2024 at 3:00 pm.

Sharon Smith
Town Clerk
1st February 2024