



Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 8th April 2024 at 7:00 pm at the Market Hall, High Street, 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

- a) Members of the public may give their views on agenda items or raise items for future consideration.
- b) To receive a report from County Councillor Richard Smith.
- c) To receive a report from District Councillor John Fisher.

4. Minutes

- a) To resolve that the minutes of the meeting held on 11th March 2024 are a true and accurate record.
- b) To receive the minutes of the Resources Committee meeting held on 2nd April 2024.
- c) To receive the minutes of the Amenities and Services Committee meeting held on 20th March 2024.
- d) To receive the minutes of the Events and Communications Committee meeting held on 4th April 2024.
- e) To receive the minutes of the Planning and Development Committee meeting held on 18th March 2024.

5. Matters Arising from the Amenities and Services Committee

- a) To note the decision regarding the strategic redevelopment of the weekly market. The resolution of the Committee was as follows: The Committee further discussed the strategic redevelopment of the weekly market, considering the strength of the community response following the decision to give a market trader notice to leave. It was unanimously resolved to stand by the decision made at the meeting held in February 2024, however, following a proposal from Cllr Elizabeth Clark, which was seconded by Cllr Di Eastman, it was agreed to report the decision to the Town Council.
- b) To report on progress with the replacement of the bridge at the Memorial Field including a quotation and specification.

6. Reports

- a) To receive a report from the Town Council Chair.
- b) To receive a report from the Town Clerk, including a Crime Report.

7. Neighbourhood Plan Steering Group

- a) To receive a report from the Chair of the NPSG.
- b) To consider an outline proposal for consultancy support for the Neighbourhood Plan review and to receive a recommendation from the NPSG to proceed with the Stage 1 Programme of Work.

8. Energy Projects

- a) To receive an Energy Projects Report from the Town Clerk.
- b) To ratify the response to the LionLink EIA Scoping Notification and Consultation.

9. Finance Report

- a) To note the payments and receipts for March 2024.

- b) To note the bank balances as at 31st March 2024.
- c) To note the budget outturn report for the financial year 2023-2024.

10. Committee Succession Plan 2024-2025

To receive and consider a report from the Town Clerk.

11. Communication

To note the correspondence received since the last meeting and take any necessary action.

12. Policy

To receive a recommendation from the Resources Committee to adopt a Volunteer Policy.

13. Next Meetings

- a) To approve the meetings schedule for 2024-2025.
- b) To note the date and time of the Annual Meeting which is scheduled for Monday 13th May 2024 at 7:00 pm.
- c) To note the date and time of the Annual Town Meeting which is scheduled for Thursday 23rd May 2024 at 6:00 pm.

Sharon Smith
Town Clerk/RFO
3rd April 2024