



# Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of the Market Hall Trust on Monday 13<sup>th</sup> May 2024 at 9:00 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

Members of the public may give their views on items on this agenda or raise items for future consideration.

### 4. Minutes

- a) To resolve that the minutes of the meeting held on 12<sup>th</sup> February 2024 are a true and accurate record.
- b) To receive the draft minutes of the Market Hall Management Committee meeting held on 20<sup>th</sup> March 2024.

### 5. Finance Report

- a) To approve the payments and receipts for February, March and April 2024.
- b) To note the bank balances as at 30<sup>th</sup> April 2024.
- c) To note the budget versus actual income and expenditure report as at 30<sup>th</sup> April 2024.

### 6. Management Committee 2024-2025

To appoint members to the Management Committee.

### 7. Events Programme 2024-2025

To consider a recommendation from the Management Committee to separate the organisation of events from the management of the Market Hall.

### 8. Defibrillator

To reconsider the decision of the Management Committee to locate a defibrillator on the façade of the Market Hall.

### 9. Next Meeting

To note the date and time of the next meeting which is scheduled for Monday 10<sup>th</sup> June 2024 at 8:30 pm.

**Sharon Smith**  
Town Clerk  
8<sup>th</sup> May 2024