



Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of the Market Hall Trust on Monday 10th June 2024 at 8:00 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 13th May 2024 are a true and accurate record.
- b) To receive the draft minutes of the Market Hall Management Committee meeting held on 20th May 2024.

5. Management Committee

To note the decision to appoint Cllr Jeremy Smith as Chair of the Management Committee.

6. Defibrillator

To note correspondence received from the planning authority regarding the invalid application to site a defibrillator on the listed building and to consider whether to proceed with purchasing a Site Identification Plan and a Block Plan, and commissioning a Heritage Statement.

7. Finance

- a) To accept the Management Committee's recommendation to approve the Annual Income and Expenditure Accounts and the Balance Sheet for the financial year 2023-2024.
- b) To note the decision of the Management Committee to open a savings account with Unity Trust Bank and to delegate authority to the Deputy Town Clerk, in conjunction with two authorised signatories, to transfer funds to and from the current and savings bank accounts.
- c) To receive and note the asset register.

8. Events Programme

To note that the Management Committee are working on a concept to separate the organisation of events from the management of the Market Hall.

9. Next Meeting

To note the date and time of the next meeting which is scheduled for Monday 9th September 2024 at 8:30 pm.

Sharon Smith
Town Clerk
5th June 2024

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