



Saxmundham Town Council

Minutes of the meeting of the Market Hall Trust held on Monday
13th May 2024 at the Market Hall, High Street Saxmundham at 8:00 pm.

Minutes

10/24MHT

Attendees

Cllr Di Eastman (Chair)
Cllr John Findlay
Cllr Jeremy Smith
Cllr Elizabeth Clark
Cllr Charlotte Hawkins
Cllr John Fisher
Cllr Geraldine Barker

Apologies

Cllr Tim Lock
Cllr Benjamin Gulliford
Cllr James Sandbach
Cllr Marianne Kiff

Also Present

Sharon Smith (Town Clerk)
No members of the public

11/24MHT

Declaration of Interests

None.

12/24MHT

Open Forum

None.

13/24MHT

Minutes

- a) It was **unanimously resolved** to approve the minutes of the meeting held on 13th May 2024 as a true and accurate record.
- b) The Council received the draft minutes of the Market Hall Management Committee meeting held on 20th May 2024. The damage to the roof, and the measures to prevent future anti-social behaviour, were discussed.

14/24MHT

Management Committee

The Council noted the decision to appoint Cllr Jeremy Smith as Chair of the Management Committee.

15/24MHT

Defibrillator

The Council noted correspondence received from the planning authority regarding the invalid application to site a defibrillator on the listed building. It was **unanimously resolved** not to proceed with purchasing a Site Identification Plan and a Block Plan and commissioning a Heritage Statement. The Town Clerk was instructed to liaise with Saxmundham Judo Club to identify an alternative suitable location for the defibrillator. District Cllr John Fisher was asked to provide feedback to the planning department about the onerous requirements to obtain planning permission.

Signed _____ Date _____

16/24MHT Finance

- a) The Council reviewed the Annual Income and Expenditure Accounts and the Balance Sheet for the financial year 2023-2024 and noted a discrepancy in the figures. The Town Clerk was instructed to rectify the error and refer the matter back to the Management Committee.
- b) Following a proposal from Cllr Jeremy Smith, seconded by Cllr John Fisher, it was **unanimously resolved** to approve 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) The Council noted the asset register.

17/24MHT Events Programme 2024-2025

The Council noted that the Management Committee are working on a concept to separate the organisation of events from the management of the Market Hall.

18/24MHT Next Meeting

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

The meeting closed at 8:25 pm.

**Sharon Smith
Town Clerk**

Signed _____ Date _____