



Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 8th July 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 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 10th June 2024 are a true and accurate record.
- b) To receive the minutes of the Resources Committee meeting held on 2nd July 2024.
- c) To receive the minutes of the Amenities and Services Committee meeting held on 19th June 2024.
- d) To receive the minutes of the Events and Communications Committee meeting held on 6th June 2024 and the extraordinary meeting held on 26th June 2024.
- e) To receive the minutes of the Planning and Development Committee meeting held on 18th June 2024.

5. Blue Spaces Team

To receive a proposal regarding the creation of a boardwalk along the River Fromus.

6. Reports

- a) To receive a report from the Chair.
- b) To receive a report from the Chair of the Neighbourhood Plan Steering Group.
- c) To receive a report from the Chair of the Energy Projects Working Group.
- d) To receive a crime statistics report from the Town Clerk.

7. Markets

To consider the following recommendations from the Amenities and Services Committee, pursuant to Standing Order 7a, which states 'a resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least four councillors to be given to the Proper Officer, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee'.

- a) To reverse the following policies adopted by the Town Council on 8th April 2024:
 - i. the Wednesday market should give priority to stalls that wholly or mainly sell fresh food or plant products;

- ii. from 1st August 2024, the principle of making a charge for a stall be reintroduced, with an additional charge for a stall exceeding a defined standard width, given the limited space in Fromus Square;
- iii. stalls wholly or mainly selling fresh food or plant products should, for the time being, continue to be exempt from such charge, such exemption to be reviewed in early 2025.

b) To approve revised Market Regulations for the weekly and monthly markets.

8. Finance Report

- a) To note the payments, receipts and bank balances as at 30th June 2024.
- b) To note the budget versus actual income and expenditure report as at 30th June 2024.

9. Policies and Procedures

- a) To resolve to accept the Resources Committee's recommendation to approve the:
 - i. revised Model Financial Regulations
 - ii. new Scheme of Delegation
 - iii. revised Complaints Policy
 - iv. unchanged Vexatious Contacts and Complaints Policy.

b) To resolve to approve a new Anti-Harassment and Bullying Policy.

9. Communication

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

10. Confidential Matters

- a) To consider a motion to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the following business.
- b) To receive a report from the Vice-Chair regarding a grievance lodged by the Town Clerk regarding three Councillors and alleged breaches of the Code of Conduct subsequently reported to ESC's Monitoring Officer.
- c) To consider the recommendation from the Events and Communications Committee to endorse the Arts Fest 2024 Post-Event Analysis compiled by Town Council staff.

11. Next Meeting

To note the date and time of the next meeting which is scheduled for 9th September 2024 at 7:00 pm.

Sharon Smith
Town Clerk
3rd July 2024