



# Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 9<sup>th</sup> September 2024 at 7:00 pm at the Market Hall, High Street, Saxmundham

## Agenda

### 1. Election of Chair

- a) To note the resignation of the Chair as of 31<sup>st</sup> August 2024.
- b) To invite nominations and elect a Chair for the remainder of the year 2024-2025.

### 2. Apologies

To receive any apologies for absence.

### 3. Declaration of Interests

To receive any declarations of interest and to consider requests for dispensations from members on matters in which they have a disclosable pecuniary interest, other registerable interest, or non-registerable interest.

### 4. Open Forum

- a) Up to fifteen minutes is set aside to allow members of the public to make representations or put questions to the Council on any matter relating to the town.
- b) To receive a report from County Councillor Richard Smith.
- c) To receive a report from District Councillor John Fisher.

### 5. Minutes

- a) To resolve that the minutes of the meeting held on 8<sup>th</sup> July 2024 and the extraordinary meeting held on 6<sup>th</sup> August 2024 are true and accurate records.
- b) To receive the minutes of the Resources Committee meetings held on 2<sup>nd</sup> July 2024 and 3<sup>rd</sup> September 2024, and the extraordinary meeting on 6<sup>th</sup> August 2024.
- c) To receive the minutes of the Amenities and Services Committee meeting held on 18<sup>th</sup> July 2024.
- d) To receive the minutes of the Events and Communications Committee meeting held on 4<sup>th</sup> July 2024.
- e) To receive the minutes of the Planning and Development Committee meeting held on 16<sup>th</sup> July 2024 and 29<sup>th</sup> August 2024.

### 6. Councillors

- a) To note the resignation of Cllr Charlotte Hawkins as of 31<sup>st</sup> August 2024.
- b) To consider the co-option of Nicholas Jackson to fill the long-standing casual vacancy.
- c) To consider any member nominations to Committees caused by resignations.
- d) To appoint a member as a representative at the Aldeburgh, Leiston, Saxmundham Community Partnership.
- e) To appoint a member as a representative at the Suffolk Association of Local Councils.
- f) To appoint a member as Footpath Warden.

### 7. Reports

- a) To receive a report from the new 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 report from the Town Clerk, including Crime Statistics.

**8. Consultations**

To consider responding to the proposed reforms to the National Planning Policy Framework and other changes to the planning system by 24<sup>th</sup> September 2024.

**9. Community Engagement**

To consider Councillor presence at the monthly markets to provide an opportunity for two-way engagement with residents and visitors.

**10. Communication**

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

**11. Next Meeting**

To note the date and time of the next meeting which is scheduled for 8<sup>th</sup> October 2024 at 7:00 pm.

**Sharon Smith**  
**Town Clerk**  
**4<sup>th</sup> September 2024**