



# Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of the Gannon Institute Trust on Monday 14<sup>th</sup> October 2024 at 8:30 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 9<sup>th</sup> September 2024 are a true and accurate record.
- b) To receive the minutes of the Management Committee meeting held on 3<sup>rd</sup> October 2024.

### 5. Licensees

To note that IP17 GNS's one-year trial period automatically ends on 31<sup>st</sup> March 2025 and to consider a recommendation from the Management Committee to offer IP17 GNS a new five-year licence, from 1<sup>st</sup> April 2025, on the same terms as the current licence, with an annual review of the licence fee and utilities contribution payable each month.

### 6. Finance

- a) To note the payments and receipts for August and September 2024.
- b) To note the bank balance as at 30<sup>th</sup> September 2024.
- c) To receive the budgeted versus actual income and expenditure report as at 30<sup>th</sup> September 2024.
- d) To note the submission of the Annual Return for 2023-2024 to the Charities Commission.

### 7. Next Meeting

To note the date and time of the next meeting which is scheduled for Monday 11<sup>th</sup> November 2024 at 8:30 pm.

**Sharon Smith**  
**Town Clerk**  
**9<sup>th</sup> October 2024**