



Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 13th January 2025 at 7:00 pm at the Market Hall, High Street, Saxmundham

Agenda

1. Attendance and Apologies

To receive any apologies and note any absences.

2. 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.

3. 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.

4. Minutes

- a) To resolve that the minutes of the meeting held on 9th December 2024 are a true and accurate record.
- b) To receive the draft minutes of the Resources Committee meeting held on 7th January 2025.
- c) To receive the draft minutes of the Amenities and Services Committee meeting held on 19th December 2024.
- d) To receive the draft minutes of the Events and Communications Committee on 19th December 2024.
- e) To receive the draft minutes of the Planning and Development Committee meeting held on 7th January 2025.
- f) To receive the draft minutes of the Staffing Sub-Committee meeting held on 29th November 2024.

5. 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 Fromus Energy Projects Team.
- d) To receive a report from the Chair of the Events and Communications Committee.
- e) To receive a report from the Town Clerk including Crime Statistics.

6. Finance

- a) To receive the payments, receipts and bank balances to 31st December 2024.
- b) To receive the budget versus actual income and expenditure report as at 31st December 2024 including a forecast to the financial year end.
- c) To resolve to approve a recommendation from the Resources Committee to create an Earmarked Reserve of £4,000 for Energy Projects Consultancy.

7. Financial Year 2025-2026

- a) To resolve to accept the Resources Committee recommendation to adopt the draft balanced budget of £284,000 for the financial year 2025-2026.
- b) To resolve to accept the Resources Committee recommendation to set the precept at £278,037 for 2025-2026 which is a 4.5% increase to last financial year's precept to meet necessary expenditure and level of reserves. The cost to a Band D property will be £165.14 per annum which is an increase of £7.11 per annum compared with last financial year.

8. Consultations

To resolve to respond to the government consultation 'Strengthening the Standards and Conduct Framework for Local Authorities in England'.

9. Policies and Procedures

To resolve to accept the Resources Committee recommendation to approve:

- a) the annual review of the Risk Management Strategy,
- b) a new Wildlife, Biodiversity and Environmental Policy.

10. Monthly Markets

To resolve to approve the Amenities and Services Committee recommendation to reduce the provision of indoor monthly markets from 9 to 4 per year due to falling attendance from traders and shoppers.

11. Correspondence

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

12. Next Meeting

To note the date and time of the next meeting which is scheduled for 10th February 2025 at 7:00 pm.

Sharon Smith
Town Clerk
8th January 2025