



Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 10th February 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 in matters where they have a disclosable pecuniary interest, other registerable interest, or non-registerable interest.

3. Open Forum

- a) A fifteen-minute session for members of the public to present concerns or ask questions related 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 approve the minutes of the meeting held on 13th January 2025 as a true and accurate record.
- b) To receive the draft minutes from the:
 - i. Resources Committee meeting held on 4th February 2025.
 - ii. Amenities and Services Committee meeting held on 16th January 2025.
 - iii. Events and Communications Committee on 19th December 2024.
 - iv. Planning and Development Committee meeting held on 13th January 2025.

5. Reports

- a) To receive a report from the Chair of the Neighbourhood Plan Steering Group.
- b) To receive a report from the Town Clerk including Crime Statistics.

6. Energy Projects

- a) To receive a report from the Chair of the Fromus Energy Projects Team.
- b) To consider delegating authority to the Chair of the Fromus Energy Projects Team to prepare a response to the House of Lords Energy Grid and Grid Connections Inquiry in consultation with the Town Clerk.

7. Strategic Plan 2025-2026

To receive the draft Strategic Plan for review and to request feedback before the next meeting.

8. Finance

- a) To review the payments, receipts and bank balances to 31st January 2025.
- b) To examine the budget versus actual income and expenditure report as at 31st January 2025 including a forecast to the financial year end.

- c) To accept the Resources Committee recommendation to adopt the revised budget for the financial year 2025-2026.
- d) To accept the Resources Committee recommendation to adopt the forecasted budget for the financial years 2026-2027 and 2027-2028.

9. Policies and Procedures

- a) To approve the Resources Committee recommendation for a new Sexual Harassment Policy.
- b) To approve the Events and Communications Committee recommendation for the biennial review of the Communications Policy and the Website Accessibility Statement.

10. Correspondence

To review and acknowledge correspondence received since the last meeting and determine any necessary action.

11. Next Meeting

To confirm the next meeting scheduled for 10th March 2025 at 7:00 pm.

Sharon Smith
Town Clerk
5th February 2025