



Saxmundham Town Council

Minutes of the meeting of the Resources Committee held on Tuesday 3rd December 2024
at the Town House, Station Approach, Saxmundham at 12:00 pm.

Minutes

- 79/24RC Attendees**
- Cllr Elizabeth Clark (Chair)
Cllr John Fisher
Cllr John Findlay
Cllr Jeremy Smith
- Apologies**
- None
- Also Present**
- Sharon Smith (Town Clerk)
- 80/24RC Declaration of Interests**
- None.
- 81/24RC Open Forum**
- None.
- 82/24RC Minutes**
- It was **unanimously resolved** that the minutes of the meeting held on 5th November 2024 are a true and accurate record.
- 83/24RC Monthly Reports**
- a) It was **unanimously resolved** to approve the payments for November 2024.
- b) The Committee noted the receipts for November 2024.
- c) The Committee noted the bank balances as at 30th November 2024.
- d) The Chair verified the bank reconciliations as at 30th November 2024.
- e) The Committee reviewed the budget versus actual income and expenditure report as at 30th November 2024 and the forecast to the year end.
- 84/24RC Community Infrastructure Levy Expenditure**
- It was **unanimously resolved** to contribute £4,740 of Community Infrastructure Levy towards the cost of four solar-powered Victorian lampposts to improve the public amenity of Fromus Square, subject to written assurance from the landowner that the lampposts will be permanently placed there.
- 85/24RC Draft Budget 2025-2026**
- The Committee considered the draft budget for the financial year 2025-2026. It was agreed to recommend an indicative increase of approximately 4% to the precept requirement for 2025-2026 to the Town Council for its consideration.
- 86/24RC Committee Restructuring**

Signed _____ Date _____

It was **unanimously resolved to** present the Town Clerk's proposals regarding the restructuring of the Town Council and Charitable Trust' Committees to the Town Council for its consideration.

87/24RC

Civility and Respect

- a) It was **unanimously resolved to** recommend to the Town Council to sign the Civility and Respect Pledge.
- b) It was **unanimously resolved to** recommend to the Town Council to adopt the Model Councillor-Officer Protocol.
- c) It was **unanimously resolved to** recommend to the Town Council to approve the Model Dignity at Work Policy to replace the previously approved Anti-Bullying and Harassment Policy.

88/24RC

Next Meeting

The Committee noted the date and time of the next meeting which is scheduled for 7th January 2025 at 12 noon.

The meeting closed at 1:15 pm.

Sharon Smith
Town Clerk/RFO

Signed _____ Date _____