



Saxmundham Town Council

Members are summoned to attend a meeting of Saxmundham Town Council on Monday 8th December 2025 at 7:00 pm at the Fromus Centre, Street Farm Road, 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) 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

To approve the minutes of the meeting held on 10th November 2025 as a true and accurate record.

5. National Association of Local Councils Star Council Awards

To note that the Council has been shortlisted as finalists for 'Council of the Year' in the NALC Star Council Awards 2025-2026. The winners will be announced at a Parliamentary Reception in February 2026 at the House of Lords.

6. Committee Minutes

To receive the draft minutes from the:

- a) Civic and Community Committee meeting held on 6th November 2025.
- b) Planning and Development Control Committee meeting held 10th November 2025.
- c) Amenities and Services Committee meeting held on 20th November 2025.

7. Nationally Significant Infrastructure Projects

- a) To receive a report from the Vice-Chair regarding energy projects.
- b) To note the Written Representation submitted for the Sea Link examination.
- c) To approve the responses to the East Suffolk Council and Suffolk County Council Local Impact Reports for the Sea Link examination.
- d) To approve the response to the applicant's change request for the Sea Link examination regarding the proposed B1119 diversion route.
- e) To approve the response to the Suffolk Water Recycling, Transfer and Storage Project non-statutory

consultation.

8. Local Government Reorganisation

- a) To receive a report from the Town Clerk on Opportunities for Devolved Assets and Services and to consider the recommendations therein.
- b) To note the government's consultation on proposals for Local Government Reorganisation for Norfolk and Suffolk which closes on 11th January 2026.

9. Strategic Planning

To review progress against the current year's Annual Delivery Plan and to invite members to contribute ideas and priorities for inclusion in next year's Annual Delivery Plan.

10. Finance

- a) To receive the payments, receipts and bank balances to 30th November 2025.
- b) To receive the budget versus actual income and expenditure report to 30th November 2025.
- c) To consider recommending to Town Council the creation of new earmarked reserves to hold grant funding for the Destination Website - £4,275 and the Saxon Road Allotment Garden - £3,000.

11. Financial Year 2026-2027

- a) To receive a paper from the Town Clerk setting out the outcome of the staffing review and the recommended staffing restructure, as endorsed by the Resources Committee.
- b) To resolve to adopt the draft balanced budget of £312,781 for the financial year 2026–2027.
- c) To resolve to set the precept at £304,121 for 2026–2027, representing a 10% increase on last year's precept, principally to increase staffing resource to meet current operational pressures. The cost to a Band D property will be £181.65 per annum (£3.49 per week), an increase of £16.51 per annum (£0.31 per week) compared with last financial year.

12. Policies

- a) To accept the recommendation from the Civic and Community Committee to approve the annual review of the Community Events Policy.
- b) To conduct the annual review of the Civility and Respect Pledge and the Model Councillor-Officer Protocol.

13. Next Meeting

To note the date and time of the next meeting which is scheduled for Monday 12th January 2026 at 7:00 pm.

Sharon Smith
Town Clerk
3rd December 2025