



## Saxmundham Town Council

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14 November 2018

**TO ALL COUNCILLORS ON THE MARKET HALL MANAGEMENT COMMITTEE  
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE MHMC ON  
MONDAY 19<sup>th</sup> NOVEMBER 2018 AT 6 PM IN THE MARKET HALL**

SIGNED \_\_\_\_\_ (Town Clerk/RFO)

### AGENDA

**1. TO RECEIVE DECLARATIONS OF INTEREST:**

- To Receive Amendments to the Register.
- To Receive Declarations of Pecuniary Interest in Respect of Items on the Agenda.
- To Receive Declarations of Non-Pecuniary Interest in Respect of Items on the Agenda.
- To Consider Full/Partial Dispensations for Pecuniary Interests Declared.

**2. TO RECEIVE APOLOGIES FOR AND CONSENT TO ABSENCE:**

**3. TO APPROVE AND SIGN AS A TRUE RECORD THE MINUTES OF THE MEETING HELD 17 SEPTEMBER 2018:**

**4. TO RECEIVE THE MARKET HALL FINANCIAL REPORT 2018/19:**

- Income and expenditure to end October.
- Projected outturn for 2018/19, noting any major variances.

**5. TO RECEIVE THE FIRST DRAFT BUDGET FOR 2019/20, INCLUDING ANY PROPOSED LEVEL OF GRANT FROM TOWN COUNCIL TO BALANCE THE ACCOUNT (TOWN CLERK):**

**6. TO RECEIVE A REPORT ON CURRENT STATE OF HALL: MAINTENANCE, REPAIRS, HEALTH AND SAFETY ISSUES (ASSISTANT TOWN CLERK):**

**7. TO RECEIVE AN UPDATE FROM THE MARKET HALL DEVELOPMENT WORKING GROUP:**

- Confirm Terry Barrow as member of WG.
- Approve Terms of Reference.
- Note minutes of WG meeting.

**8. TO DISCUSS THE MARKET HALL WEBSITE AND AGREE CONCEPT AND FINANCING:**

**9. TO DISCUSS WAYS OF IMPROVING CURRENT USES OF THE HALL, INCLUDING CONSIDERATION OF A PROPOSAL FOR HIRE OR PURCHASE OF PROJECTOR FOR USE AS CINEMA / AUDIOVISUAL DISPLAYS (ROSIE HOARE / JEREMY SMITH)**

**10. TO RECEIVE A REPORT ON CURRENT USAGE INCLUDING ANY TRENDS/CHANGES THIS YEAR IN CORE USERS (TOWN CLERK):**

- 11. TO DISCUSS THE PROMOTION, MARKETING AND BOOKING PROCESS FOR THE MARKET HALL:**
- 12. TO DISCUSS AND AGREE WI FI 4G:**
- 13. TO RECEIVE A REPORT ON COMMUNITY ACTION SUFFOLK (CAS) CONFERENCE ON VILLAGE HALLS AND COMMUNITY BUIDINGS:**
- 14. TO AGREE TO HOLD THE NEXT MEETING OF SAXMUNDHAM MARKET HALL TRUSTEES AT 6.30PM ON MONDAY 10 DECEMBER IN THE MARKET HALL:**