

# Saxmundham Town Council

The Old Police Station, Station Approach, Saxmundham, Suffolk,  
IP17 1BW, Tel: 01728 604595, VAT Registration No: 571060663

Email: [townclerk@saxmundham.org](mailto:townclerk@saxmundham.org)

[www.saxmundham.org](http://www.saxmundham.org)



27 February 2019

**TO ALL COUNCILLORS ON THE RESOURCES COMMITTEE  
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE RESOURCES COMMITTEE IN THE  
OLD POLICE STATION ON MONDAY 4 MARCH 2019 AT 10.30am.**

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 RESOURCES COMMITTEE MEETING HELD ON 4 FEBRUARY 2019:**

**4. FINANCIAL REPORTING:**

- To receive a report regarding the bank reconciliations for January and February 2019 and make a recommendation
- To receive the detailed Receipts and Payments Report to end of February 2019
- STC Accounts 2018/2019: To receive an estimate of outturn for the financial year
- To authorise the payments listed in the Payment Authorisation sheet (STC and Market Hall)

**5. STC MANAGEMENT REVIEW and action list:**

To discuss and make a recommendation regarding the recent Management Review:

**6. STC FINANCIAL REGULATIONS:**

To discuss and make a recommendation concerning STC Financial Regulations:

**7. BANK charges:**

To receive an update from the Town Clerk/RFO regarding the authorization/control systems used by other local councils regarding on-line banking payments:

**8. To receive an update from the Town Clerk/RFO covering the agreed requirement to change to Income and Expenditure accounting in financial year 2020/2021:**

- Advice from RBS systems on switching to income and expenditure accounting
- Consultation with SALC and other larger Town Councils on how to plan for the change

**9. TO DISCUSS AND MAKE A DECISION REGARDING THE PROPOSED CONTRACT FOR IT SYSTEMS SUPPORT FROM EBE SYSTEMS:**

**10. DRAFT LICENCE AGREEMENTS:**

- To discuss and make a recommendation regarding the proposed contract for the draft license agents between STC and Disability Advice Service (DAS) and Citizens Advice Bureau(CAB)

**11. TO DISCUSS FUTURE SUGGESTED DEVELOPMENTS FOR SAXMUNDHAM TOWN COUNCIL OFFICES AT STREET FARM ROAD: (Cllr R. Plant)**

**12. DATE AND TIME OF NEXT MEETING: Monday 1 April 2019– time to be confirmed**