

## Saxmundham Town Council

The Old Police Station, Station Approach, Saxmundham, Suffolk,  
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28 August 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 2 SEPTEMBER 2019 AT 10.00am.**

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 1 JULY 2019:**

**4. FINANCIAL REPORTING:**

4.1 To agree the July 2019 bank reconciliations for both STC and the Market Hall

4.2 To receive a copy of the most recent detailed Receipts and Payments report

4.3 To authorise the payments listed in the Payment Authorisation sheets (STC and Market Hall)

4.4 To consider and agree the budget report, virements and outturn projections to 31 July 2019.

**5. BUDGET PLANNING. TO DISCUSS THE PROCESS FOR SETTING THE BUDGET AND PRECEPT  
FOR 2020- 21.**

6. **TO RECEIVE A DRAFT REPORT ON THE PROPOSED COMMITTEE STRUCTURE AND MAKE RECOMMENDATIONS:**
  - 6.1 Market Hall Management Committee
  - 6.2 Resources Committee
  - 6.3 Amenities Working Group
  - 6.4 Process for commenting on Planning Applications
  - 6.5 Communications Working Group
  
7. **TO RECEIVE AN INTERIM REPORT FROM THE FINANCIAL REGULATIONS WORKING GROUP INCLUDING IMPLEMENTING RECOMMENDATIONS OF THE INTERNAL AUDITOR INCLUDING;**
  - 7.1 A flow chart for financial authorisations, and
  - 7.2 A reserves policy.
  
8. **TO CONSIDER THE COST IMPLICATIONS OF FILLING THE VACANT POSITION OF A CARETAKER FOR THE MARKET HALL.**
  
9. **TO RECEIVE AN UPDATE FROM THE STREET FARM ROAD WORKING GROUP AND CONSIDER OUR RESPONSE.**
  
10. **TO DISCUSS AND MAKE RECOMMENDATIONS REGARDING THE FEES FOR THE MARKET TRADERS AND ALSO THEIR SAFETY WHEN SETTING UP AND DISMANTLING STALLS.**
  
11. **TO CONSIDER OUR WEBSITE AND EMAIL ADDRESSES:**
  
12. **TO RECEIVE AN UPDATE ON THE CHRISTMAS LIGHTS AND AGREE FROM WHICH BUDGET THE EXTRA COST WILL BE VIRED FROM:**
  
13. **TO RECEIVE AN UPDATE ON THE STATION PLANNING APPLICATION.**
  
14. **TO CONSIDER OUR SUPPORT FOR WILDFLOWER VERGES:**
  
15. **TO CONSIDER POSSIBLE LIGHTING OF THE FOOTPATH BEHIND THE PRIMARY SCHOOL AND OTHER LOCATIONS:**
  
16. **TO CONSIDER GRANT DONATIONS TO LOCAL PROJECTS:**
  
17. **TO DISCUSS THE FOLLOWING PLANNING APPLICATION:**

DC/19/3199/TCA	Beech Lawn House, 10 South Entrance, Saxmundham	Fell 1 x Holly to ground level	
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18. **DATE AND TIME OF NEXT MEETING:**