



# Saxmundham Town Council

Minutes of the meeting of the Gannon Institute Trust held on Monday  
12<sup>th</sup> February 2024 at the Market Hall, High Street Saxmundham at 7:00 pm.

## Minutes

**32/23GIT**

### Attendees

Cllr Di Eastman (Chair)  
Cllr John Findlay  
Cllr Elizabeth Clark  
Cllr Tim Lock  
Cllr Benjamin Gulliford  
Cllr Jeremy Smith  
Cllr Charlotte Hawkins  
Cllr John Fisher  
Cllr Geraldine Barker  
Cllr Marianne Kiff  
Cllr James Sandbach

### Apologies

None

### Also Present

Lisa Hamon (Deputy Town Clerk)  
Four members of the public

**33/23GIT**

### Declaration of Interests

Cllr John Findlay declared a non-registerable interest in item 37/23GIT.

**34/23GIT**

### Open Forum

None

**35/23GIT**

### Minutes

- a) It was **unanimously resolved** to approve the draft minutes of the meeting held on 11<sup>th</sup> December 2023 as a true and accurate record.
- b) The Council received the draft minutes of the Gannon Institute Management Committee meetings held on 24<sup>th</sup> January and 6<sup>th</sup> February 2024.

**36/23GIT**

### Finance

- a) The Council noted the payments and receipts for December 2023 and January 2024.
- b) The Council noted the bank balances as at 31<sup>st</sup> January 2024.
- c) The Council noted the budgeted versus actual income and expenditure report as of 31<sup>st</sup> January 2024.
- d) The Council noted the forecast to the financial year end.

**37/23GIT**

### Licence

The Council considered and resolved to accept the Management Committee recommendation to approve the draft licence to IP17 Good Neighbours Scheme, contingent upon the following modifications, suggested by Cllr Smith. Paragraph 4 to read 'STC and IP17 will hold good faith

Signed \_\_\_\_\_ Date \_\_\_\_\_

discussions regarding the renewal of the licence' and paragraph 18 to read 'without written consent from Saxmundham Town Council'. In response to Cllr Butler's question about the 6 month notice period for renewal of the licence, Cllr Findlay responded that a 6 month notice period was considered to be mutually fair, particularly as this is the first year for both parties.

**38/23GIT      Next Meeting**

The next meeting was scheduled for Monday 8<sup>th</sup> April 2024 at 8.30 pm.

The meeting closed at 7:13 pm.

**Lisa Hamon  
Deputy Town Clerk**

Signed \_\_\_\_\_ Date \_\_\_\_\_