



Saxmundham Town Council

Minutes of the meeting of the Resources Committee held on Tuesday 5th November 2024
at the Town House, Station Approach, Saxmundham at 12:00 pm.

Minutes

67/24RC

Attendees

Cllr Elizabeth Clark (Chair)
Cllr John Fisher
Cllr John Findlay
Cllr Jeremy Smith

Apologies

None

Also Present

Sharon Smith (Town Clerk)

68/24RC

Declaration of Interests

With reference to item 73/24RC, Cllr Jeremy Smith did not declare an interest but disclosed that he was a user of the Community Garden and that he wished to comment on the item but not participate in the vote.

69/24RC

Open Forum

None.

70/24RC

Minutes

- a) It was **unanimously resolved** that the minutes of the meeting held on 1st October 2024 are a true and accurate record.
- b) The Committee noted the minutes of the Staffing Sub-Committee meeting held on 13th September 2024.

71/24RC

Monthly Reports

- a) It was **unanimously resolved** to approve the payments for October 2024.
- b) The Committee noted the receipts for October 2024.
- c) The Committee noted the bank balances as at 31st October 2024.
- d) It was agreed to request an authorised signatory to review and approve the bank reconciliations as at 31st July, 31st August, 30th September and 31st October 2024 until a new non-authorised signatory is appointed to the Committee.
- e) The Committee reviewed the budget versus actual income and expenditure report as at 31st October 2024.

72/24RC

Authorised Signatories

It was **unanimously resolved** to appoint Cllr Elizabeth Clark and Cllr John Fisher as authorised signatories to, and to remove any authorised signatories other than Cllr John Findlay and Cllr Jeremy Smith from, the Cambridge Building Society account.

Signed _____ Date _____

73/24RC Community Garden Proposal

The Committee **resolved by majority** to recommend to the Town Council to progress the proposal to lease the community garden and allotment site at the former Fromus Centre. The Town Clerk was instructed to request Suffolk County Council to undertake the initial grounds maintenance work prior to leasing the site to the Town Council.

74/24RC Community Infrastructure Levy Expenditure

It was **unanimously resolved**, in principle, to use Community Infrastructure Levy receipts to contribute towards the cost of five Victorian lampposts to improve the public amenity of Fromus Square. The Committee agreed to contribute up to a maximum of £1,000 per lamppost subject to clarification of the style and exact location.

75/24RC Committee Restructuring

The Committee received a report regarding proposals to restructure the Town Council and Charitable Trust' Committees. The Committee agreed more time was required to fully consider the proposals.

76/24RC Policies

The Committee noted the revised Reserves Policy following the resolution of the Town Council at its meeting on 14th October 2024.

77/24RC Community Grants

It was **unanimously resolved** to approve a grant of £500 to Communities Together East Anglia for operating costs.

78/24RC Next Meeting

The Committee noted the date and time of the next meeting which is scheduled for 3rd December 2024 at 12 noon.

The meeting closed at 1:00 pm.

Sharon Smith
Town Clerk/RFO

Signed _____ Date _____