



# Saxmundham Town Council

Members of the Town Council are summoned to attend a meeting of Saxmundham Town Council on Monday 9<sup>th</sup> December 2024 at 7:00 pm at the Market Hall, High Street, Saxmundham

## Agenda

### 1. Attendance and Apologies

- a) To receive any apologies and note any absences.
- b) To note the resignation of Cllr Benjamin Gulliford with effect from 31<sup>st</sup> December 2024.

### 2. Declaration of Interests

To receive any declarations of interest and to consider requests for dispensations from members on matters in which they have a disclosable pecuniary interest, other registerable interest, or non-registerable interest.

### 3. Open Forum

- a) Up to fifteen minutes is set aside to allow members of the public to make representations or put questions to the Council on any matter relating to the town.
- b) To receive a report from County Councillor Richard Smith.
- c) To receive a report from District Councillor John Fisher.

### 4. Minutes

- a) To resolve that the minutes of the meeting held on 11<sup>th</sup> November 2024 are a true and accurate record.
- b) To receive the minutes of the Resources Committee meeting held on 3<sup>rd</sup> December 2024.
- c) To receive the minutes of the Amenities and Services Committee meeting held on 21<sup>st</sup> November 2024.
- d) To receive the minutes of the Events and Communications Committee on 7<sup>th</sup> November 2024.
- e) To receive the minutes of the Planning and Development Committee meeting held on 3<sup>rd</sup> December 2024.

### 5. Reports

- a) To receive a report from the Chair.
- b) To receive a report from the Chair of the Neighbourhood Plan Steering Group.
- c) To receive a report from the Town Clerk including Crime Statistics.

### 6. Energy Projects

- a) To receive a report from the Chair of the Fromus Energy Projects Team.
- b) To resolve to approve the response to the NGET Sealink targeted consultation.
- c) To endorse a proposal from the Environment Coordinator entitled Environmental Excellence: a new era for Saxmundham.

### 7. Digital Review

To consider a proposal to undertake a review of the Town Council's website using earmarked funding of £3,000 from the ESC Digital Towns initiative.

**8. Finance**

- a) To receive the payments, receipts and bank balances to 30<sup>th</sup> November 2024.
- b) To receive the budget versus actual income and expenditure report as at 30<sup>th</sup> November 2024.

**9. Draft Budget 2025-2026**

To consider the draft budget for the financial year 2025-2026 including a recommendation from the Resources Committee to increase the precept requirement by approximately 4% compared with last financial year.

**10. Committee Restructuring**

To resolve to accept the Resources Committee recommendation to consider proposals regarding Committee restructuring to take effect from the Annual Meeting 2025.

**11. Correspondence**

To note the correspondence received since the last meeting and agree to take any necessary action.

**12. Confidential Matters**

- a) To consider a motion to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 due to the nature of the following business.
- b) To receive a confidential report from the Chair regarding the conduct of the Council and to consider the motions therein for resolution.

**13. Next Meeting**

To note the date and time of the next meeting which is scheduled for 13<sup>th</sup> January 2025 at 7:00 pm.

**Sharon Smith**  
**Town Clerk**  
**4<sup>th</sup> December 2024**