



# Saxmundham Town Council

Minutes of the meeting of the Gannon Institute Trust held on Monday 13<sup>th</sup> January 2025  
at the Market Hall, High Street, Saxmundham at 8:30 pm.

## Minutes

**32/24GIT**

### Attendees

Cllr John Findlay (Chair)  
Cllr Geraldine Barker (Vice Chair)  
Cllr Marianne Kiff  
Cllr Jeremy Smith  
Cllr John Fisher  
Cllr Tim Lock  
Cllr David Humphreys  
Cllr Nick Jackson

### Apologies

Cllr James Sandbach  
Cllr Elizabeth Clark

### Also Present

Sharon Smith (Town Clerk)

**33/24GIT**

### Declaration of Interests

Cllr John Findlay declared a non-registerable interest in item 36/24GIT.

**34/24GIT**

### Open Forum

The member of the public identified himself as a Trustee of IP17 Good Neighbours Scheme. He answered questions from the Council during the discussion held under item 29/24GIT

**35/24GIT**

### Minutes

- a) It was **unanimously resolved** to approve the minutes of the meeting held on 14<sup>th</sup> October 2024 as a true and accurate record.
- b) The Council received the minutes of the Gannon Institute Management Committee meeting held on 7<sup>th</sup> January 2025.

**36/24GIT**

### Licensees

- a) It was **unanimously resolved** to approve the Management Committee's recommendation to reissue the licences to ABC Radio and IP17 GNS from the Gannon Institute Trust rather than Saxmundham Town Council.
- b) The Council received a report regarding utility costs for the Gannon Rooms and it was **unanimously resolved** to approve the Management Committee's recommendation to increase both licensees' contributions from 1 April 2025.

**30/24GIT**

### Finance

- a) The Council noted the payments and receipts for October, November and December 2024.
- b) The Council noted the bank balance as at 31<sup>st</sup> December 2024.

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

- c) The Council received the budgeted versus actual income and expenditure report as 31<sup>st</sup> December 2024 including a forecast to the financial year end.
- d) The Council noted the bank reconciliations as at 31<sup>st</sup> October, 30<sup>th</sup> November and 31<sup>st</sup> December 2024.
- e) It was **unanimously resolved** to approve the Management Committee's recommendation to approve the draft balanced budget for £9,900 for the financial year 2025-2026.

**37/24GIT      Next Meeting**

The Council noted the date and time of the next meeting which is scheduled for Monday 10<sup>th</sup> March 2025 at 8:30 pm.

The meeting closed at 8:40 pm.

**Sharon Smith**  
**Town Clerk**

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