



AMENITIES COMMITTEE 28 OF APRIL 2021

Roz Barnett
SAXMUNDHAM TOWN COUNCIL

1) Clerk Update

- a) To note repairs to office lighting.

The lights in the IP17 Good Neighbours Scheme Office have been replaced with LED fittings after a fault was reported. The Clerk arranged the repair after consulting with Chair of the Committee.

- b) To receive an update on the station planting.

The perennial plants are arriving on the 29th of April and will require planting with some soil improvement. The Town Council can have up to 6 volunteers planting the area if they are socially distanced.

- c) To receive an update on war memorial restoration

Suffolk Monuments who are in Saxmundham have offered to clean and restore the War Memorial free of charge. The Clerk is suggesting that the Council offers to pay for any materials they may need.

2) Memorial Landscape Project

Councillors Eastman, Hawkins, Hedley Lewis and the Clerk met to discuss the Memorial Field Project. The working group made the following recommendations.

- a) That the development plan considers Seamans Avenue play area and Memorial Field.
- b) That a full basic survey be completed for the site – Councillor Hedley Lewis offered to draft specification.
- c) That clarification on the ownership and deeds of both areas, is required. The Clerk to produce details.
- d) Key items to be included in the design -War Memorial/Covid Memorial, Outdoor Gym, Wildlife friendly planting, New Gates, Wheelchair accessible paths, addressing health safety risks including fencing for Seaman's Avenue Play Area.
- e) That Play companies be approached for ideas and quotes on the fencing and landscaping of the Seaman's Avenue Play Area.

Draft document for tenders to survey Seaman Avenue Play Area and the Memorial Playing Field

TENDER TO SURVEY THE SEAMAN AVENUE PLAY AREA AND MEMORIAL FIELD SAXMUNDHAM

Saxmundham Town Council is inviting tenders for a topological survey to the above areas with a view to obtaining designs and enhancing the existing amenities. Enhancements will be subject to consultation but may include play equipment, paths, an additional entrance to the NW corner and planting.

The extent of the survey should include: the kerb-line along the Play Area frontage to Seaman Avenue; the kerb-line to Rendham Road extending 10m beyond the Memorial Field frontage; the kerb-line to Gilbert Road; boundaries to the Play Area and Memorial Field. Note: the gated field in which the water tower is located is excluded from the survey.

The survey drawing should include, but not be limited to: boundary fencing and gates; footprints of structures (buildings, access ramps and steps skate-park, and pill box); hard surfaces; features such as gullies and inspection covers; benches, goals, signs and bins; culverts and ditches; grass, hedges, trees and canopies; play equipment.

North point and scale should be indicated.

The survey should be delivered with two copies in digital format and set out for reading at 1:100 and 1:50 scales on maximum A0 size hard copy; and also with four hard copies at 1:100 and 1:50 scale.

Tenders should indicate price and timescale for delivery together with company information.

Any queries should be forwarded to the Council, and answers will be circulated to all bidders. The site has open access.

Below ground services and including drains are not required at this stage

Levels are not required at this stage but changes of level to steps, kerbs etc. should be indicated.

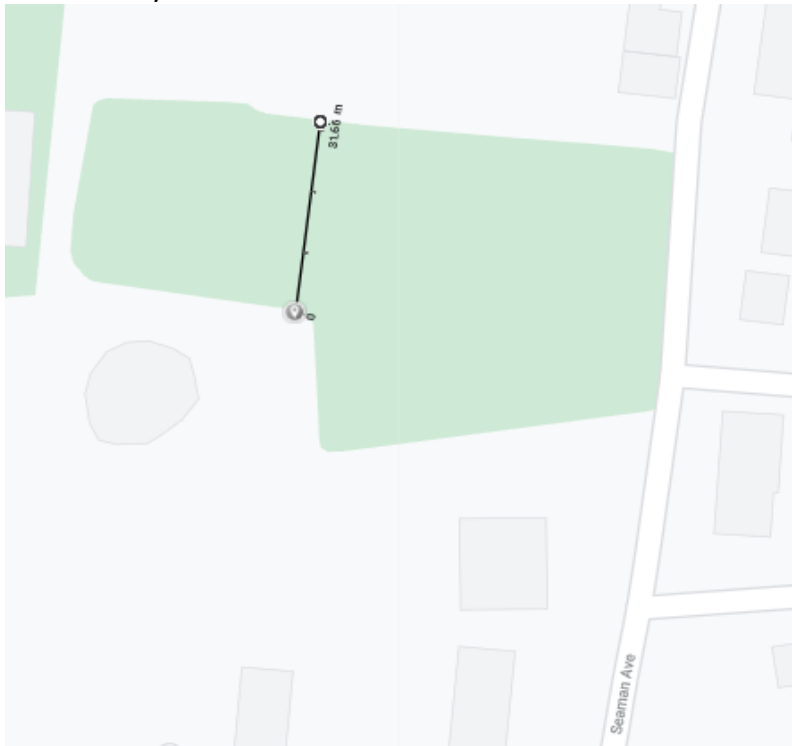
The tender should include a separate price for including levels and below ground services survey at a later date and within 2 years.

Risk assessments will be required prior to a start on site and the areas will remain in public use. Access and toilet provision will be through the Town Council.

Draft document for quotes on the Seaman Avenue Play Area

SEAMAN AVENUE PLAY AREA

Saxmundham Town Council is inviting ideas and cost for improvements on their Play Area at Seaman's Avenue Play area.



Seaman's Avenue Play Area

Access to the Site is off Seaman Avenue.

B1119, Saxmundham IP17 1EJ

Line shows area for Playground Fencing.

Installed many years ago the Play Area at Seaman's Avenue requires some updating and landscaping. The equipment located in the park is disjointed and lacks cohesion. A new fence and gate are required to improve the safety on site (Marked on map above). And the Council is considering whether to add some additional equipment. The Council is approaching play companies to seek design ideas to improvements at 3 price points.

- £15,000
- 25,000
- £35,000

To arrange an appointment to view the site and discuss ideas please contact the Town Clerk.

3) Youth Booth

- Two quotes have been received for the for the external decoration of the Youth Booth
- To discuss options for signage at the Youth Booth



This area is owned by Saxmundham Town Council. Please use it responsibly by :-

- Taking your rubbish home or placing it in a suitable bin.
- Not allowing dogs in the play area.
- Respecting those who live near the space.
- Supervising younger children

Please can you report any damage or accidents to Saxmundham Town Council
Tel 01728 604595 or online using townclerk@saxmundham-tc.gov.uk



This area is owned by Saxmundham Town Council. Please use it responsibly by :-

- Taking your rubbish home or placing it in a suitable bin.
- Not allowing dogs in the play area.
- Respecting those who live near the space.
- Supervising younger children

Please can you report any damage or accidents to Saxmundham Town Council
Tel 01728 604595 or online using townclerk@saxmundham-tc.gov.uk



Costs of 4 signs at A2 = £105

4) Saxmundham Walking Trail – To receive an update on the development of the extended walking trail.

Waymarker Disks - Trail Markers



Text - Line 1 (Top of Arrow)

Fromus Circular Trail

Text - Line 2, If Appli. (Bottom of Arrow)

Saxmundham.org

Text Style (Required)

Style A - Upright

Laminate Colour (Required)

5 - White with Black Engraving

Fastening Type (Required)


Holes and Nails Required


£4.00

(Quantity discounts available)

1

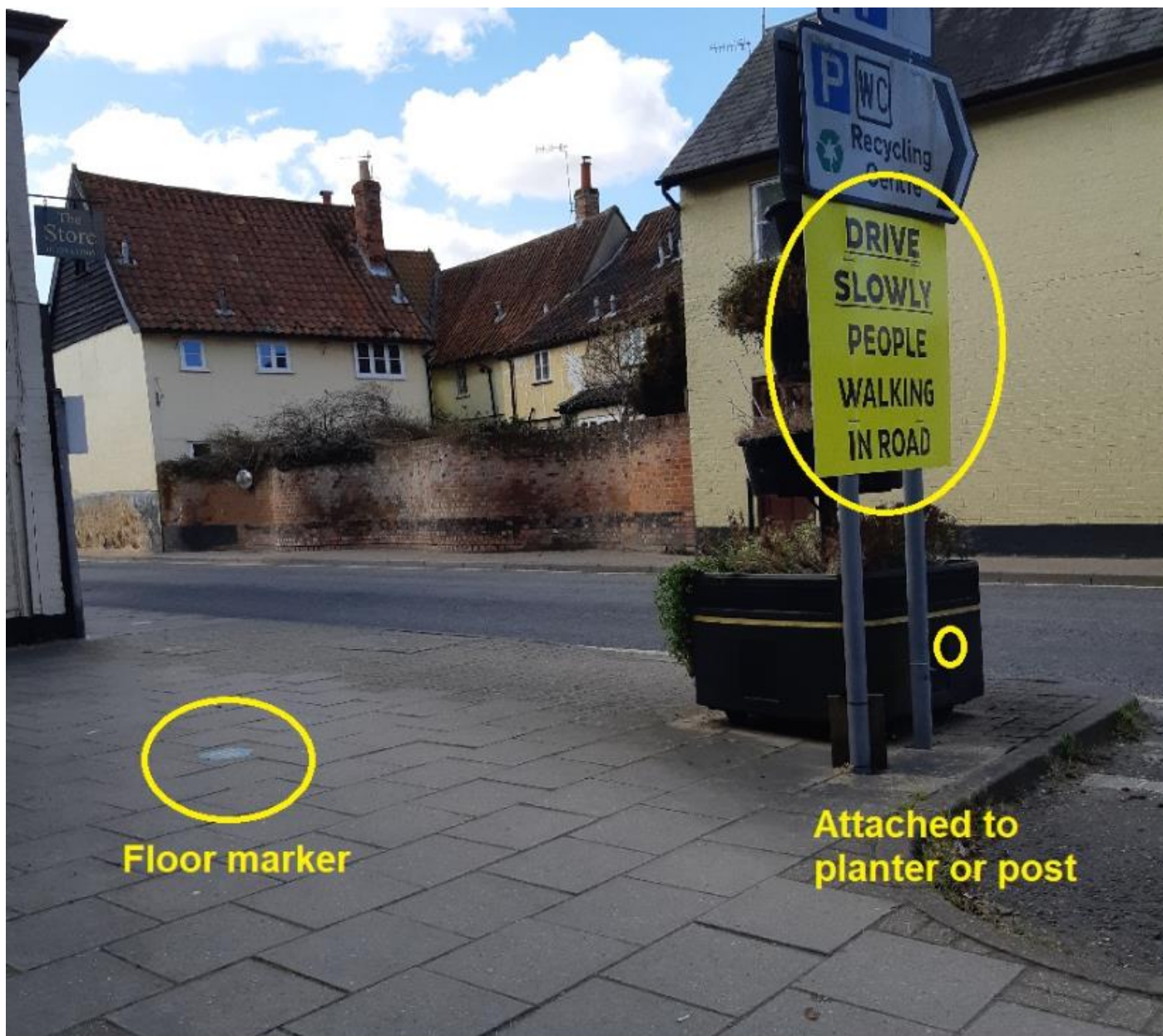
Add to Basket

**Fromus Circular Trail**
Walking route in Saxmundham, Suffolk, United Kingdom (UK)

 View this route on our new Outdooractive website

A trail that links all 4 corners of Saxmundham with various crossings over the River Fromus

Description	Attributes	Waypoints	Reviews
Length: 2.31 miles	Total Ascent: 86 feet		
Surface: Undefined	Total Descent: 86 feet		
Difficulty: Easy	Max Elevation: 105 feet		
	Min Elevation: 41 feet		



Floor marker

Attached to planter or post


Details of the Route

Locations of Markers

Through Memorial Field or Not?



5) Bins Requests - To consider request for mixed bin on Rendham Road. (Metal chieftain litter bin £515)

<p>Location for equipment Requested (Please attach a map if possible, with location marked)</p>	
<p>Reason for request</p>	<p>A bench has 'recently' been placed at the west end of <u>Rendham Road</u> and it has <u>a</u> attracted quite a lot of litter discarded into the hedge row and on the verge, beer cans, vodka bottles and such like. <u>Plus</u> it's now fashionable to throw facemasks on the floor too, so these are also starting to accumulate.</p>
<p>Date of request</p>	<p>5/4/21 (initially contacted the Council 28/2/21, when the above description was correct, though has been cleared to an extent)</p>

6) Signage – Free Signage Available from Norse



Other Options



7) Flag Pole –

Location

If Councillors would like a flag pole a location would need to be found at the Market Hall or Town House

Indicative Costs

need to cast a concrete base with a sleeve supplied by UF

8m mast is the highest UF do in aluminum (recyclable). 8m Al. mast: £200 plus Vat

Fibreglass is the more expensive option but can go higher - 8m fibreglass mast: £450 plus Vat

An 8m mast would suit an 8' x 4' flag

8' x 4' Union flag woven and stitched and with anti-fray: £81 plus Vat