



Saxmundham Town Council

Minutes of the Meeting of the Amenities & Services Committee 6.30 PM 29th of March 2021 by Video Conference

Councillors:

Cllr. T. Lock (Chair)
Cllr. C. Hawkins
Cllr. D. Eastman (Arrived 6.38)
Cllr R Hedley Lewis
Councillor James Sandbach

Also Present: Roz Barnett (Town Clerk)

53/20AS Apologies for Absence
No apologies were received.

54/20AS Pecuniary/Non-Pecuniary Interests
There were no Declarations of Interests.

55/20AS Minutes of the Previous Meeting
It was unanimously RESOLVED to approve the minutes of the meeting held on the 15 February 2021 with the addition of 'Councillors agreed to earmark £250 of the 2020-21 Sax in Bloom Budget for the plants for the station'. These minutes will be signed by the Committee Chair at the earliest opportunity.

56/20AS Town House
The Clerk informed the Committee that there was around £3000 to spend on improvements to the Town House in 2021-2022 budget after regular maintenance expenditure is accounted for.

- Councillors asked the Clerk to get quotes for a replacement carpet in the meeting room.
- Councillors discussed the design of a potential information point at the foyer in the Town House. Works would have to be completed after 'IP17 Good Neighbours Scheme' and the Community Fridge Project move to the Fromus Centre which means that any works would have to be scheduled for summer/early autumn.

57/20AS Update on the Signage Project

- Councillor Eastman reported on the progress of the visitor map commissioned for the Town House. Councillors asked whether it would be possible for lighting to be reconnected for the new Town House. The Clerk informed councillors that she has approached the station and Waitrose to determine whether they would be interested in having a visitor map on their premises.
- The finger posts which will be erected outside the Edge Café have been ordered and are awaiting planning permission from East Suffolk District Council. It is estimated that installation will be completed by the end of June.

58/20AS Memorial Field

- Councillors commented on the draft booking form, and the draft Saxmundham Open Spaces policy. They suggested that instead of charge for community groups the council should consider introducing a returnable deposit. They also suggested further points on vehicle access. The document will also be considered by the Resources Committee.
- Councillors agreed to set up a working group to develop a plan for the Memorial Field and the area on Seaman's Avenue. Councillors Hawkins, Hedley Lewis and Eastman volunteered to take part. The Committee asked the Clerk to get a quote for the staking of the trees on the Memorial Field.

Signed _____


Date 5/5/21

- c) The Clerk reported that the CYDS project has redecorated the building internally. Councillors asked the Clerk to get quotes for the external decoration.

59/20AS Saxmundham Walking Trail

Councillors agreed to support the development of the new trail but wanted to ensure that the existing trail was promoted as well. Councillors agreed to allocate £200 of the maintenance budget for the development of the route. The Clerk was asked to arrange a meeting with the volunteer resident and Councillor John Fisher to action the proposals.

60/20AS Bin Requests

The Clerk reported that the boundary bin has been installed. Councillors discussed the station bins and decided not to request a move but to monitor the litter situation.

- a) East Suffolk have permitted the implementation of a multi-use bin on Fromus Green, and the councillors asked the Clerk to proceed with the installation. Councillors also suggested that the Clerk should purchase some signage for dog fouling that can be used in the community.
- b) Councillors agreed to implement the use of the bin/street furniture application form. It was noted that the application form will give the Committee information on each community request for a litter bin.

61/20AS Hanging Baskets and Floral Displays

Councillors noted that due to the timescales and challenges presented by lockdown, the Town Clerk was unable to acquire additional quotes for the hanging baskets. The Chair explained that Norse has limited towns to 40 hanging baskets.

RESOLVED Councillors agreed a sum of £1120 for the purchase of the hanging baskets from Geaters Nursery and a further £1071.20 for watering from Suffolk Coastal Norse.

62/20AS Sax in Bloom

- a) The Clerk reported that after a site meeting of the station adopters, councillors, and the garden designer, a planting plan for the station had been produced. In consultation with the Chair of the Council, the Chair of the Resources Committee, and the Chair of Amenities Committee, it was agreed that £865 worth of plants would be purchased, as well as the procurement of expert planting advice at a cost of £270. The trees will be planted at the end of March and the perennials in mid-April.
- b) The Clerk was asked to meet with Councillor Fisher and the concerned resident to discuss a plan for re-wilding.

63/20AS Correspondence

- A resident reported that some rat poison had been scattered near the Tesco supermarket. This was reported to Norse who cleared the area within an hour of the report.


The meeting closed at 7.46 p.m.

Roz Barnett

Clerk to Saxmundham Town Council, Old Police Station, Approach Road, Saxmundham, IP17 1BW

Tel: 01728 604595

Signed _____



Date _____

5/5/21