



# Saxmundham Town Council

## Minutes of the Meeting of the Amenities & Services Committee 6.30 PM 30<sup>th</sup> of November 2020 by Video Conference

### Councillors:

Cllr. T. Lock (Chair)

Cllr. C. Hawkins

Cllr. D. Eastman

**Also Present: Roz Barnett (Town Clerk)**

### **33/20AS Apologies for absence**

No apologies were received

### **34/20AS Pecuniary/Non-Pecuniary Interests**

There were no Declarations of Interests.

### **35/20AS Minutes of the Previous Meeting**

It was unanimously **RESOLVED** to approve the minutes of the meeting 28<sup>th</sup> of September 2020 and they will be signed by the Committee Chair at the earliest opportunity.

### **36/20AS Open Forum**

No members of the public had joined the meeting

### **37/20AS Saxmundham Town Council building Refurbishment**

Cllr Lock reported that the refurbishment programme for the Town House was coming to the end of the agreed programme. The trees have been planted, the large sign over the door has been fitted, the windows installed, and fencing completed. The frosting for the windows is in the process of being ordered. The WI have offered a tree and this could be located at the Town house.

Cllr Eastman asked if the strip lighting could be changed to LED lighting in the back offices. It was agreed that the clerk would arrange to get quotes for conversion. Clerk also agreed to contact Men's Sheds to discuss signage.

**Cllrs. resolved a budget of £1000 for the installation of water heaters and replacement strip lighting and delegated the clerk to choose the best quote in consultation with the chair of the Amenities Committee.**

### **38/20AS Repairs and refurbishments.**

Cllrs agreed to replace the dog bin on boundary belt near Dove Close, and the litter bin required on Harpers Lane footpath. A contingency of £150 was added in case a third bin is required. It was noted that network rail had closed the gap in fencing Chantry Rd play area within 48 hours of reporting the fault.

**Cllrs. Resolved a budget of £400 for the replacement of bins.**

### **39/20AS To receive an update on the noticeboards and finger posts**

Councillors noted the progress on the East Suffolk funded signage project that is being co-ordinated by Cllr Eastman and Cllr Findley. The design work on the 'where are you now sign' at the Town House has been commissioned from Leiston Press

Pre application advice is that the finger post Fromus Square and the finger post outside Royal Mail will require planning permission costing £231 per post. East Suffolk have drafted a licence giving us permission to put sign on their land costing £50 per year. The council will also have to request permission to SCC highways for post located in the High Street. Councillors noted

Signed

Date

5/5/21

that given the planning permission requirements that the completion date for this project will be the end of the financial year

**40/20AS Market**

Cllrs discussed the request to publicise the market more and to attract new stall holders. It was agreed to build the market to at least eight regular stall holders. The clerk will collate all the ideas suggested into an action plan for approval at the January Meeting.

**41/20AS Memorial Field**

Cllr Hawkins agreed to work with the Clerk to do a draft development brief for the memorial field project that can be used as a basis to talk to explore options for improvement. The draft will be brought back to the Amenities January meeting for their approval.

**42/20AS Outdoor Gym**

The clerk has written to the Sports club about locations for the outdoor Gym but has not received a response. Cllr Hawkins offered to use her contacts to see if the options for consideration would be agreeable. Cllr Lock asked whether maps could be created which showed the potential locations being considered.

**43/20AS ROSPA Reports**

**Cllrs resolved that the clerk is authorised a spend of £500 for the minor repairs and new signage as recommended in the ROSPA reports.**

The quotes for the replacement matting were noted but not approved. Cllr Lock proposed a site visit to look at the Seaman play area on the 8<sup>th</sup> of December at 12 noon.

**44/20AS Fromus Square**

Councillors agreed that there is sufficient seating at Fromus square and asked the clerk to seek quotes for the restoration works at the war memorial after consulting with the British Legion.

**45/20AS Correspondence**

- Clerk to investigate repairs to the bench at the Freemasons hall.
- Clerk to contact Flagship about their resident's views.
- Cllr Hawkins asked if there would be hot water for hand washing for users of the community fridge at the Market Hall. The clerk confirmed that this would be available.
- The Chair agreed to approach the supermarket carparks about electric charging points.

The meeting closed at 7.45 p.m.

Roz Barnett

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

Tel: 01728 604595

Signed \_\_\_\_\_



Date \_\_\_\_\_

5/5/24