



Saxmundham Town Council

Minutes of the meeting of the Amenities and Services Committee held on
Thursday 21st November 2024 at the Town House, Station Approach, Saxmundham at 5:30 pm.

Minutes

74/24AS

Attendees

Cllr Tim Lock (Chair)
Cllr Elizabeth Clark
Cllr Marianne Kiff
Cllr David Humphreys

Apologies

None.

Also Present

Sharon Smith (Town Clerk)
Lisa Hamon (Deputy Town Clerk)

Due to the late arrival of Cllr Tim Lock, Cllr Elizabeth Clark was appointed to Chair the meeting.

75/24AS

Declaration of Interests

There were no declarations of interest or requests for dispensations from members on matters in which they have a disclosable pecuniary interest, other registerable interest, or non-registerable interest.

76/24AS

Open Forum

None.

77/24AS

Minutes

It was **unanimously resolved** to approve the minutes of the meeting held on 17th October 2024 as a true and accurate record.

Cllr Tim Lock arrived at 5:40 pm. With his permission, Cllr Elizabeth Clark continued in the Chair.

78/24AS

Street Furniture

a) Following due consideration of a report from the Deputy Town Clerk, it was **unanimously resolved** to approve, in principle, expenditure to fit a bench at the bus-stop at Brook Farm Road. As this expenditure represents a budgetary overspend, the Committee noted it will require approval by the Resources Committee. The Committee agreed to request an increase to the Street Furniture budget for the financial year 2025-2026.

b) The Committee received an update that Suffolk County Council Highways have agreed to replace the missing Fromus Walk bollard at their cost.

c) The Committee noted a new policy from ESC to charge for emptying litter bins on Town Council land. The new policy will come into effect from April 2025 and the potential cost per annum will be £650 (net of VAT) for one empty per week for ten bins. The Committee agreed that the Maintenance Officer and Environment Coordinator would monitor the usage of bins on Town Council land to the end of the financial year to ascertain whether they can be emptied less frequently.

79/24AS

Markets

Signed _____ Date _____

It was **unanimously resolved** to agree a compromised amount of a stallage fee reduction of 10% for weekly market traders during the winter months of December 2024 to February 2025.

80/24AS Project Funding 2025-2026

- a) The Committee reviewed the draft budget for the financial year 2025-2026 and made the following observations:
- i. Cllr Tim Lock agreed to obtain another quotation for the replacement of the Town House roof.
 - ii. The Town Clerk was instructed to contact AGA-Group Enviro-Fix Ltd to obtain a quotation for a path around the Memorial Field.
 - iii. To include a budget line for £2,500 for the cost of a speed indicator device.
 - iv. The Committee should receive a budget which is representative of the amount of expenditure required for the Council's amenities and services.

Overall, the Committee agreed that CIL priorities should be in accordance with the strategic plan, and they recommended a 5% increase to the precept.

- b) Following due consideration of the projects which may be eligible for applications to the Sizewell C Community Fund or other funding sources, the Committee agreed that the key areas are the Seaman Avenue play park and the Memorial Field path.

81/24AS Traffic Calming

- a) Cllr Elizabeth Clark reported that there are two new volunteers for the Community Speed watch initiative. As the team now has six members, the initiative can move forward.
- b) It was **unanimously resolved** to purchase a new battery and charger at a cost of £169.50 (net of VAT) to complete the repairs to the Rendham Road speed indicator device.

82/24AS Play Parks/Memorial Field

- a) It was **unanimously resolved** to approve a quotation for necessary tree surgery at Chantry Park.
- b) The Deputy Town Clerk informed the Committee that a quotation has been requested from East Suffolk Services Ltd for play equipment repairs at the Seaman Avenue Play Park.
- c) The Committee noted the report from the Green and Blue Spaces Team.

83/24AS Christmas

- a) The Deputy Town Clerk informed the Committee that the Christmas lights and tree have all been successfully installed.
- b) It was **unanimously resolved** to decorate a Town Council tree to participate in the St John's Church Christmas Tree Festival.

84/24AS Next Meeting

The Committee agreed the date and time of the next meeting which is scheduled for Thursday 19th December 2024 at 5.30 pm.

The meeting closed at 7:00 pm.

Lisa Hamon
Deputy Town Clerk

Signed _____ Date _____