



Saxmundham Town Council
Amenities & Services Committee

Meeting 1st November 2022 4.00pm at the Town House, Saxmundham

Councillors: Cllr. T. Lock (Chair) Cllr. D Eastman Cllr. C Hawkins Cllr. E Clark
Cllr. J Sandbach Cllr. N. Hiley

Also present: K Forster Clerk

29/22AS Apologies for absence

There were apologies for absence from Cllr. Eastman, Cllr. Hiley and Cllr. Sandbach

30/22AS Pecuniary/Non-Pecuniary Interests

None declared.

31/22AS Minutes of the Previous Meeting

RESOLVED: It was unanimously RESOLVED to approve the minutes of the meeting 29th September 2022.

32/22AS Open Forum

No members of the public were present.

33/22AS Memorial Field Update

a. Outstanding Items

Bulbs have been ordered and will be planted by the Green Team

Watering system is being investigated with plans submitted to Landscape Plus.

Bark/mulch has been identified but will not be required until after the watering system and bulbs have been installed.

b. Tree Plaques

There have been sixteen requests for plaques. The Clerk has ordered one as an example – due this week.

c. Re-dedication

The service is scheduled for 5th November. Cllr. Lock will be on Radio Suffolk to explain the work done.

d. Final Budget

The final budget is likely to be overrun by £1,100 on the reforecast budget of £42,500 (original budget £45,000) however this may be slightly reduced due to income from the tree sponsorship. To be reported at the next full council.

34/22AS RoSPA Report

The RoSPA report/ examination has been received and a summary was produced by A. Rayner. There were 28 items split into twelve “low” items, seventeen “medium” items and no “red” items The report has been noted. A Rayner and J. Morcom are reviewing in conjunction with Norse to get quotations for some of the items identified. The committee requested that a complete report of actions planned, quoted etc. is produced for the Council to approve as they have plans for the future.

35/22AS New Benches

One new bench has been installed on the Memorial Field at a cost of approximately £95. Cllr. Lock, the Clerk and Cllr. Eastman met with Norse to identify locations for other benches. After discussion it was agreed that there would be a new bench by the Pillbox and, instead of two new benches, a new picnic



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bench will be installed opposite the one currently on the Memorial field. These will be free as will the bases that need to be installed.

36/22AS Cleaning & Caretaking

The Clerk confirmed that the new Caretaker has joined the Council. His work will be recharged to the Gannon Rooms and Market Hall quarterly based on time sheets.

The Clerk also confirmed that after the retirement of the cleaner, a new cleaning company had been appointed. They are contracted to work for two hours in the Town House and four hours in the Market Hall.

37/22AS Speeding in Saxmundham

a) Speedwatch

Cllr. Clark is leading on this. She has contacted the eight people who are interested with a form to be completed although she has only had three responses to date. She will follow this up. She has spoken to PC Green and there will be on-line training and then practical training followed by a process to identify where they will be able to stand.

b) Speed Monitoring

Cllr. Lock presented some figures regarding the excessive speeding results from the survey on South Entrance including that 70% of the cars were over the speed limit of 30mph. There was concern about a statement made by the Police that they allowed excessive speeding up to 300mts after the speed limit change. The Clerk was asked to qualify this. **NOTED**

The Clerk was asked to organise a meeting with Highways and the Police, with Cllrs. Lock, Smith and Clark. Cllr. Hiley is to be approached about support from an environmental lobby group.

The Clerk is asked to request from the Resources Committee authority to spend a further £400 (price to be confirmed) on speed monitoring on the North Entrance. **NOTED**

38/22AS Ideas & Plans for 2023/24 and Strategic Plan

The Councillors agreed the list on appendix a to be put forward to the Strategic Planning meeting on Wednesday 14th.

The meeting closed at 5.45

K. Forster
Clerk



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Appendix 1

Items to be added to the Strategic Plan

- a) Access plans to Fromus Green as carried over from last year
- b) New Entrances to the town
- c) Increase the number of hanging baskets and window boxes
- d) New bridge to connect Memorial Field to Seaman Avenue playpark
- e) Extend bound gravel park to the pillbox
- f) Trim trail/running path in the Memorial Park
- g) Introduce Park Run
- h) Improve connection path to Mayflower estate
- i) Review and improve play equipment
- j) Car parking off Seaman Avenue
- k) Second entrance gate to Memorial Field by Mayflower Green
- l) Complete the regeneration of the Gannon Rooms including grants to finish the external landscaping
- m) Relaunch of the weekly market
- n) Establish a disaster recovery plan for the Council