



Saxmundham Town Council  
Amenities & Services Committee

**Meeting 27<sup>th</sup> March 2023 17:30 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 Bailey Town Clerk

**50/22AS Apologies for absence**

Apologies from Cllr Nigel Hiley  
James Sandbach absent – no apologies received

**51/22AS Pecuniary/Non-Pecuniary Interests**

None declared.

**52/22AS Minutes of the Previous Meeting**

**RESOLVED:** It was unanimously RESOLVED to approve the minutes of the meeting 1<sup>st</sup> February 2022.

**53/22AS Open Forum**

**No members of the public were present.**

**54/22AS Report from the Environment Co-Ordinator –**

- a) There are now two posts with QR codes on at either end of the Community Orchard. These QR codes are linked with the website where it explains the different types of trees there.
- b) Watering System – 55/22AS

**Memorial Field Update**

Outstanding items to complete –

- 55/22AS**
- a) Watering system –
    - It was agreed that this area does need to be watered.
    - The concern of the cost was noted.
  - b) The centre piece for the memorial garden - to be discussed at the next meeting.
  - c) Tree Plaques – the plaques have been ordered.
    - It was agreed that once some of these were set up that we would promote the Memorial Garden and purchasing a tree in memory of someone.
  - d) Update final budget – £827.00 left from this year's budget.

Action:

- Katy Bailey (Town Clerk) to contact Martyn Webb about the plaques.
- Modified proposal for the Watering system to go to the Full Council meeting 5<sup>th</sup> April 2023. The maximum expenditure should be £3,500.00

**56/22AS RoSPA Report**

- a) There was a discussion about the ROSPA quote
- b) It was agreed that the work in Chantry Road should go ahead, especially looking at the fencing.

Action:

- Katy Bailey (Town Clerk) to cross reference the quote with the report in order to identify any action that needs to be undertaken now.
- Go through the quote and highlight the action that we are planning to do



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**57/22AS Benches**

The picnic table and bench are now in place on the memorial field.

**58/22AS Cleaning & Caretaking Activities**

- There has been a deep clean of the Market Hall
- The mezzanine above the toilets has been cleared, there are some shelves that belong to The Horticultural Society that the Town Clerk is organising to have removed.
- The Noticeboard outside The Market Hall has been fixed.
- The window in the Market Hall has been repaired, some of the exterior needs to be painted

**59/22AS Speeding in Saxmundham – report from Cllr Elizabeth Clark**

- a) Speedwatch Katy Bailey (Town Clerk) has emailed David Chenery about setting this up at North Entrance and Rendham Road
- b) Speed Monitoring – The committee looked at the data that had been produced by the survey done at South Entrance.
- c) It was noted that the objective was to be able to report back to Cllr. Richard Smith MVO in order to reduce the speed restrictions. (20 mph through the town and 40 mph on the approaches.)

**49/22AS Review Strategic Plan**

- Katy Bailey (Town Clerk) has cross referenced the list from the Appendix attached to the Minutes from November. Everything has been added apart from the Park Run.
- The committee discussed the strategic plan and agreed to focus on the bridge to the Memorial Field and to look at putting in an entrance at the corner by the Mayflower Estate.

The meeting closed at 19:25

Next meeting 17:30 10<sup>th</sup> May

K. Bailey

Town Clerk, Saxmundham Town Council