



Saxmundham Town Council

Minutes of the Amenities and Services Committee meeting held on Wednesday
26th July 2023 at 5:00 pm at the Town House, Station Approach, Station Road

Committee Members in Attendance:

Cllr Elizabeth Clark
Cllr Marianne Kiff
Cllr Di Eastman
Cllr Charlotte Hawkins

Also Present:

Sharon Smith – Acting Town Clerk/RFO and one member of the public

21/23AS Apologies for absence

Cllr Tim Lock and Cllr James Sandbach

In the absence of the Chair, the Committee appointed Cllr Elizabeth Clark to Chair the meeting.

22/23AS Declaration of Interests

None declared.

23/23AS Open Forum

A member of the public requested an update on the Community Speed Watch initiative as he submitted his police check form some time ago. Cllr Elizabeth Clark informed him that only four volunteers had come forward and a minimum of six are required to start the project. It was agreed to ask the Town Centre Coordinator to commence a recruitment drive for further volunteers on social media, posters around town, and newsletters. Cllr Elizabeth Clark and the member of public agreed to attend an information stall at the upcoming Saturday market. The Acting Town Clerk agreed to follow up with the speed measuring initiative and to consider budgeting to purchase speed indicator devices next year.

24/23AS Minutes

It was unanimously RESOLVED to approve the minutes of the meeting of 28th June 2023 as a true and accurate record.

25/23AS Matters Arising

a) Cllr Marianne Kiff reported that she raised the issue of illegal parking in the High Street with the police who responded that they are under resourced, and they do not have the manpower to police it. Cllr Kiff asked whether photographic evidence could be submitted to enable prosecution, but the police replied that illegal parking must be witnessed by a police officer or traffic warden. Cllr Charlotte Hawkins suggested asking businesses to display posters asking customers not to park on the double yellow lines.

b) Cllr Charlotte Hawkins reported that she emailed Leiston Press for stickers to be displayed on litter bins informing users that bagged dog waste may be placed in the bin. The Acting Town Clerk agreed to request stickers from East Suffolk Services.

26/23AS **Environment**

The Committee received a report from the Environment Coordinator which including information about the Environment Act 2021 biodiversity duty.

26/23AS **Memorial Field**

a) The Acting Town Clerk informed the Committee about the delay in fitting the tree sponsorship plaques in the Memorial Garden and her plea to the Men's Shed to expedite their modifications urgently.

b) The Committee agreed to purchase a replacement for the broken tree from the same source as the original tree for planting in the autumn.

27/23AS **Play Areas**

a) The Committee received a proposal from Cllr Benjamin Gulliford regarding the creation of a wildlife walk on an overgrown area near the Seaman Avenue play area. The Committee agreed to the proposal, in principle, subject to further information about costs and logistics.

b) There was no update about the ROSPA report actions.

28/23AS **Town House**

a) The Committee considered purchasing two replacement trees for the car park. It was agreed to ask the Environment Coordinator for her opinion.

b) The Committee agreed to allow the Caretaker to paint car parking lines.

c) The Committee agreed to consider a quotation for installing a video doorbell camera.

d) The Committee agreed to consider a quotation to replace the kitchen units and worktop.

29/23AS **Markets**

The Acting Town Clerk reported the intention to move the Wednesday market from Market Place to Fromus Square. The Committee agreed with the proposal and hoped it would rejuvenate the weekly markets.

30/23AS **Services**

The Committee agreed to consider a quotation to supply and fit a litter/dog waste bin on Beech Road.

The meeting closed at 6:55 pm

Sharon Smith
Acting Town Clerk/RFO