



Saxmundham Town Council

Minutes of the meeting of the Amenities and Services Committee held on Wednesday 20th December 2023 at the Town House, Station Approach, Saxmundham at 5:30 pm.

Minutes

66/23AS

Attendees

Cllr Di Eastman (in the Chair)
Cllr Marianne Kiff
Cllr Charlotte Hawkins

Apologies

Cllr Tim Lock (Chair)
Cllr James Sandbach
Cllr Elizabeth Clark

Also Present

Sharon Smith (Town Clerk)

67/23AS

Declaration of Interests

None.

68/23AS

Open Forum

None.

69/23AS

Minutes

It was **unanimously resolved** to approve the draft minutes of the meeting held on 15th November 2023 as a true and accurate record.

70/23AS

Matters Arising

- a) The Clerk circulated an example of the sticker to be placed on dog bins indicating that waste may be placed in any bin.
- b) Cllr Marianne Kiff reminded the Clerk of the previous agreement to site a litter bin near Beech Road.
- c) Cllr Di Eastman reported that she has now been informed that East Suffolk Council did not issue a parking permit to the lorry which was parked on the High Street and subsequently pushed by a bus into Vela Café frontage.
- d) Cllr Marianne Kiff referred to her report about the enclosure of the soft landscaping above Warren Road which was designed as a public access route. Suffolk County Council responded that they are not responsible for the footpath. Cllr Charlotte Hawkins said it was important to resolve this issue to ensure neighbourly conflict is avoided and precedents are not set. Cllr Marianne Kiff said she previously reported the blocked footpath to East Suffolk Council, and it was cleared. It was **unanimously resolved** to report the issue to ESC Planning Enforcement.

71/23AS

Traffic Calming Measures

Signed _____ Date _____

- a) The Clerk reported that the police had completed their checks on the volunteers for the Community Speed Watch initiative. A progress report on the next steps was deferred until the next meeting. Cllr Di Eastman asked for the Speed Watch team to operate in the High Street if possible.
- b) The Clerk reported that County Council Highways will undertake the speed surveys on Rendham Road, North Entrance and Church Hill between 12th and 20th December 2023. The data will follow shortly after.

72/23AS

Memorial Field

- a) Cllr Charlotte Hawkins reported that she spoke to the architect of the Memorial Garden about the proposals for a centre roundel and he suggested a herringbone brick pattern. Cllr Hawkins is aware of local stonemasons undertaking similar work in Station Approach and will contact them.
- b) The progress report about the replacement bridge was deferred until the next meeting.
- c) The Committee considered a request from the organisers of Sax Music Fest to hold the event on the Memorial Field in August 2024 as the high school playing fields are no longer available. An alternative site is Fromus Green. It was agreed to refer the decision to the Town Council.

73/23AS

Play Areas

- a) The Clerk reported that HM Probation Service Community Payback Team had started ground clearance work at the Wildlife Walk at Seaman Avenue. They are an enthusiastic and hard-working team who recognise that the transformation of the overgrown land is rewarding work. The Community Payback Team will also assist with creating a variety of insect habitats for the area and are willing to repaint the railings at the Seaman Avenue entrance.
- b) The Committee received and considered an ecology report from Suffolk Wildlife Trust which did not identify the presence of any protected species at the site of the Wildlife Walk. The Committee ratified the expenditure of £574.40 (net of VAT) which, due to time constraints, was previously authorised by the Chair of the Committee in conjunction with the Clerk.
- c) The Clerk reported that East Suffolk Services would still not commit to a date to undertake the play equipment repairs first identified by ROSPA in September 2022. The Clerk therefore contacted an alternative supplier, Action Play and Leisure, who provided quotes to repair and replace the play equipment. The Clerk said Action Play and Leisure advised that it would be cheaper to replace the toddler swing rather than replace the damaged wooden posts. The Committee considered the two quotes, one for repairs to the Skate Park for £385 (net of VAT) and one to replace the swing and repair the equipment at Seaman Avenue totalling £3,366 (net of VAT). The Clerk reminded the Committee that the quotation from East Suffolk Services for the same work was £4,929.50 which had received approval from the Resources Committee. Following due consideration, it was **unanimously resolved** to accept both quotations from Action Play and Leisure.

74/23AS

Information Signs

- a) The Clerk informed the Committee that the new arm, indicating the location of the Fromus Centre, for the fingerpost at the junction of High Street and Market Place had been ordered.

Signed _____ Date _____

- b) Cllr Charlotte Hawkins informed the Committee that, while working for the Station Adopters, many visitors who disembark from the train ask for information about onward travel. Cllr Hawkins raised concerns about the lack of information about bus services in the town which she feels ought to be addressed and the misleading signs to the bus station which has closed should be removed. Cllr Di Eastman said that Wickham Market train station has a touch-screen real-time information board. The Clerk offered to research this and report back.

75/23AS Next Meeting

The next meeting is scheduled for Wednesday 17th January 2024 at 5.30pm.

The meeting closed at 6.30 pm.

**Sharon Smith
Town Clerk**

Signed _____ Date _____