



# Saxmundham Town Council

Minutes of the meeting of the Amenities and Services Committee held on Thursday 17<sup>th</sup> October 2024 at the Town House, Station Approach, Saxmundham at 5:30 pm.

## Minutes

65/24AS

### Attendees

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

### Apologies

Cllr James Sandbach – none received

### Also Present

Sharon Smith (Town Clerk)  
Cllr David Humphreys

66/24AS

### 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.

67/24AS

### Open Forum

None.

68/24AS

### Minutes

It was **unanimously resolved** to approve the minutes of the meeting held on 3<sup>rd</sup> October 2024 as a true and accurate record.

69/24AS

### Matters Arising

- a) Cllr Elizabeth Clark, referring to item 60/24AS, reminded the Town Clerk to publicise an appeal for further Community Speedwatch volunteers.
- b) Cllr Marianne Kiff asked for an update to item 61/24AS. The Town Clerk reported that Network Rail had declined the request to change the stile to a gate over the footpath for reasons of safety. Cllr Kiff offered to contact Suffolk County Council Public Rights of Way to ask if the footpath can be diverted.

70/24AS

### Green Team and Blue Spaces Team

The Committee noted a previously circulated report prepared by the Environment Coordinator.

71/24AS

### Play Parks

The Committee received the play equipment inspection reports and agreed the following necessary actions.

Chantry Road – obtain professional advice regarding the wasps' nest, request Action Play and Leisure to refit swings at the correct height, ask the Maintenance Officer to source a cap for the protruding bolt.

Seaman Avenue – engage a fencing company to fit a spring on the pedestrian gate, obtain a quotation from East Suffolk Services to replace chain links and a traveller guard for the zip line and bushes for the nest swing, ask the Maintenance Officer to treat woodwork on the zip line platform and to tighten the top bar and supports on the nest swing.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Memorial Field – ask HM Community Payback team to rub down and repaint goal posts.

Skate Park – obtain a quotation from Leiston Press to replace signage, ask the Maintenance Officer to apply a non-shrink, expanding, resin grouting to the surface crack, ask the Environment Coordinator for advice regarding the grass matting.

**72/24AS Strategic Plan 2024-2025**

The Committee considered priorities for next financial year which included a path around the perimeter of the Memorial Field and improved play equipment at Seaman Avenue play park.

**73/24AS Next Meeting**

The Committee agreed the date and time of the next meeting which is scheduled for Thursday 21<sup>st</sup> November 2024 at 5.30 pm.

The meeting closed at 6:45 pm

**Sharon Smith**  
**Town Clerk**

Signed \_\_\_\_\_ Date \_\_\_\_\_