



# Saxmundham Town Council

Minutes of the meeting of the Amenities and Services Committee held on  
Thursday 20<sup>th</sup> February 2025 at the Town House, Station Approach, Saxmundham at 5:30 pm.

## Minutes

106/24AS

### Attendees

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

### Apologies

Cllr David Humphreys

### Also Present

Lisa Hamon (Deputy Town Clerk)

107/24AS

### 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.

108/24AS

### Open Forum

None.

109/24AS

### Minutes

It was **unanimously resolved** to approve the minutes of the meeting held on 16<sup>th</sup> January 2025 as a true and accurate record.

110/24AS

### Play Parks

- a) The Committee discussed options for new play equipment at Seaman Avenue and agreed to conduct surveys amongst relevant groups to assess community feedback regarding the play areas.
- b) The Committee received the quarterly play equipment inspection reports from East Suffolk Council and agreed that a quarterly report was beneficial for safety reasons. The Committee requested a review of the annual cost of the current provider.

111/24AS

### Memorial Field

- a) The Committee considered a quotation for the installation of a roundel in the Memorial Garden. The Deputy Town Clerk informed the Committee that the donor of funds for the roundel had approved the proposed design. It was **unanimously resolved** to ask the contractor to carry out the proposed works.
- b) The Committee considered quotations for the installation of a boardwalk at the Wildlife Walk. The Committee **unanimously approved** a quotation for the installation and also agreed to apply for a grant of £1,000 from Nature First towards the cost.

112/24AS

### Grounds and External Maintenance

The Committee agreed to postpone the review of tender submissions until the deadline has passed.

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

**113/24AS Bicycle/Maintenance Station**

The Committee requested more information regarding the bicycle/wheel repair station, supplied by the ESC Community Partnership, before approving it. The Committee asked for a health and safety and risk assessment report for the maintenance station.

**114/24AS Green Team**

The Committee received a report from the Green Team and agreed that the team continue to make a very worthwhile contribution to the community.

**115/24AS Litter Bins**

The Committee considered a request to take responsibility for weekly litter bin emptying at the Adventure Playground at cost of £195 per annum. The Committee decided not to agree this request and asked whether there were other organisations available to take responsibility for this task.

**116/24AS Next Meeting**

The Committee noted the date and time of the next meeting, which is scheduled for Thursday March 20<sup>th</sup> 2025 at 5.30 pm.

The meeting closed at 6.50 pm.

**Lisa Hamon**  
**Deputy Town Clerk**

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