Saxmundham Town Council

Members of the Amenities and Services Committee are summoned to attend a meeting on Thursday 17th April 2025 at 5:30 pm at the Town House, Station Approach, Saxmundham

Agenda

1. Attendance and Apologies for Absence

2. Declaration of Interests

To receive any declarations of interest and to consider requests for dispensations from members on matters in which they have a disclosable pecuniary interest, other registerable interest, or non-registerable interest.

3. Open Forum

Members of the public are invited to share their views on agenda items or raise topics for future consideration.

4. Minutes

To approve the minutes of the meeting held on 20th March 2024 as a true and accurate record.

5. Play Parks

- a) To consider the ongoing management and operation of the Adventure Playground.
- b) To receive the quarterly play equipment inspection reports dated February 2025 from East Suffolk Council and consider any necessary action.

6. Memorial Field

- a) To receive an update regarding the installation of a roundel at the Memorial Garden.
- b) To receive an update regarding the circular path proposal.
- c) To receive a quotation to extend the fencing in the north-west corner.
- d) To receive a report from the Environment Coordinator.
- e) To consider a request for a bench for veterans of the Falklands War.

7. Allotments

To receive an update on the proposal to provide allotments at Saxon Road.

8. Green Team

To receive a report from the Environment Coordinator.

9. Christmas Lights

To receive a proposal regarding the Market Hall and Christmas tree lights.

10. Next Meeting

To note the date and time of the next meeting which is scheduled for 15th May 2025 at 5:30 pm.

Sharon Smith

Town Clerk 10th April 2025

Saxmundham Town Council, The Town House, Station Approach, Saxmundham, IP17 1BW www.saxmundham.org 01728 604595 townclerk@saxmundham-tc.gov.uk



Saxmundham Town Council

Minutes of the meeting of the Amenities and Services Committee held on Thursday 20^{th} March 2025 at the Town House, Station Approach, Saxmundham at 5:40 pm.

Minutes

		Williaces					
117/24AS	Attendees	Apologies					
	Cllr Tim Lock (Chair) Cllr Elizabeth Clark	Cllr Marianne Kiff					
	Cllr David Humphreys	Also Present Sharon Smith (Town Clerk) Lisa Hamon (Deputy Town Clerk)					
118/24AS	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.						
119/24AS	Open Forum						
	None.						
120/24AS	Minutes						
	It was unanimously resolved to approve the minutes of the meeting held on 20 th February 2025 as a true and accurate record.						
121/24AS	Matters Arising						
	 a) The Committee received an update that the grant request of £1000 from Nature First towards the cost of the boardwalk at the Wildlife Walk had been approved. b) Following a request from the Town Clerk, the Committee unanimously resolved that the Adventure Playground could apply for a grant from the Town Council. 						
122/24AS	Memorial Field	a grant from the fown council.					
,	a) The Deputy Town Clerk updated the Committee, regarding the installation of a roundel at the Memorial Garden and noted that the resident donating funds for the roundel had agreed the extra costs for the roundel to be installed with no concrete jointing for the outer block edges.						
	b) The Committee noted the settlement of a claim made by a resident regarding damage to his property from trees. The Committee unanimously resolved that preventative measures should be taken in future and asked that the Caretaker should carry out a regular inspection of trees overhanging the Memorial Field fence.						
123/24AS	Future Projects						
	a) The Town Clerk informed the Committee that community consultation regarding new play equipme at Seaman Avenue was ongoing, a poster had been circulated and a survey sent out to all relevant organisations and disseminated via social media.						
	Signed	Date					

- b) The Committee received a second quotation for the installation of a circular path, for information. Cllr Lock agreed to compile a draft specification following the Town Clerk's request that a brief be drawn up for this project. The Committee agreed that a naturalised path would be preferable to a steel one.
- c) A date of 25th March at 3pm was agreed by the Committee for a site visit to determine the exact location for the circular path.
- d) The Committee received a report about potential sources for grant funding for future projects, which included CIL finding, East Suffolk Council and Sizewell C grants.

124/24AS Grounds and External Maintenance

- a) The Committee reviewed tender submissions for the Grounds and External Maintenance Contract 2025-2028. Following discussion, the Committee **unanimously resolved** to award the 2025-2028 contract to East Suffolk Services (ESS) but requested that more detailed records are kept monitoring the work carried out by ESS.
- b) The Deputy Town Clerk updated the Committee regarding the provision of two litter bins in Beech Rd and Fairfield Rd. East Suffolk Council is dealing with the order of the bins and street furniture licences.

125/24AS Bicycle/Wheel Maintenance Station

The Deputy Town Clerk informed the Committee that health and safety and risk assessment reports for the maintenance station had been requested from East Suffolk Council, but no response has been received. The Committee **unanimously resolved** to take no further action until a response is received.

126/24AS Christmas Lights

The Committee considered requests from the Events and Communications Committee regarding the date for the Christmas lights switch-on and the colour of the Market Hall and Christmas tree lights. The Deputy Town Clerk informed that Committee that the contractor responsible for the lights has been asked for costs to have warm white lights instead of icy white lights around the Market Hall.; icicle lights added to the Bell Hotel and new lights on the Christmas tree. The Committee **unanimously resolved** that the date of the Christmas light swich should be earlier than the Christmas Fayre date of 6th December, as the town looks brighter and more festive with the lights on. Cllr Lock asked whether the tree could be positioned more centrally and the Deputy Town Clerk will request a quote for this.

127/24AS Next Meeting

The Committee noted the date and time of the next meeting, which is scheduled for Thursday April 17th 2025 at 5.30 pm.

Т	he	meet	ing c	losed	at	6.55	pm.
•					٠.٠		P

Lisa Hamon Deputy Town Clerk

Signed	Date
9	



Chantry Road

Inspection Ref: 2613959 Site Ref: 119083

Routine/Visual Inspection 13-February-2025 - 08:45 by Gary Vann

Risk Assessment: 8 Low Risk



Location:

The site is located in an area of public open space and is overlooked by a number of properties in the local community. **Disabled Access:**

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.





Item:Site GeneralManufacturer:Owner/Operator

Surface Type: N/A Item Quantity: 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item: Sign

Manufacturer: Not Identified

Surface Type: N/A Item Quantity: 1

Total Findings: 1



Finding 1





Item:Gate - Self ClosingManufacturer:Not IdentifiedSurface Type:Grass Matrix Tiles

Item Quantity: 2

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item: Gate - Maintenance

Manufacturer: Not Identified

Surface Type: Grass **Item Quantity**: 1

Total Findings: 1



Finding 1





😘 6 - Low Risk

Item: Fence - Bow Top
Manufacturer: Not Identified

Surface Type: Grass **Item Quantity:** 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item: Fence - Chainlink
Manufacturer: Not Identified

Surface Type: Grass **Item Quantity:** 1

Total Findings: 1



Finding 1





Item: Bench Manufacturer: Not Identified **Surface Type: Grass Matrix Tiles**

Item Quantity:

Total Findings:



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item: Litter Bin Manufacturer: Not Identified

Surface Type: Grass **Item Quantity:** 1

Total Findings:



Finding 1





Item: Roundabout

Manufacturer: Sutcliffe Play Limited
Surface Type: Bonded Rubber Mulch

Item Quantity: 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



8 - Low Risk

Item:Multi Play (Junior)Manufacturer:Sutcliffe Play LimitedSurface Type:Bonded Rubber Mulch

Item Quantity: 1

Total Findings: 2



Finding 1

There are projecting bolt thread(s) present - Remove excess thread length and deburr or provide cap

Finding 2

There are a number of dents in the slide surface - Monitor for any further deterioration and repair as required

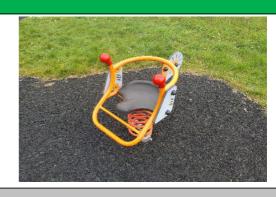




Item:Spring HelicopterManufacturer:Sutcliffe Play LimitedSurface Type:Bonded Rubber Mulch

Item Quantity: 1

Total Findings: 1



Finding 1

The item has been damaged - Monitor for any further deterioration and replace as required

fi

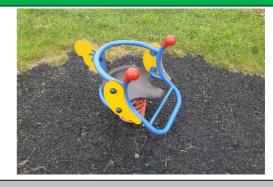
6 - Low Risk

Item: Spring Bird

Manufacturer: Sutcliffe Play Limited
Surface Type: Bonded Rubber Mulch

Item Quantity: 1

Total Findings: 1



Finding 1

The item has been damaged - Monitor for any further deterioration and replace as required

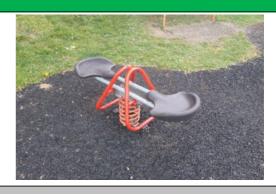




Item:Spring See-SawManufacturer:Sutcliffe Play LimitedSurface Type:Bonded Rubber Mulch

Item Quantity: 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item:1 Bay 2 Seat (Cradle)Manufacturer:Sutcliffe Play LimitedSurface Type:Bonded Rubber Mulch

Item Quantity: 1

Total Findings: 1



Finding 1

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn



Findings information



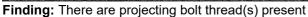
Activity Equipment - Multi Play (Junior) Item:

Sutcliffe Play Limited Manufacturer:

L - Low Risk Risk Level:

Surface: Bonded Rubber Mulch







Action: Remove excess thread length and deburr or provide

4 - Very Low Risk (Finding 2)

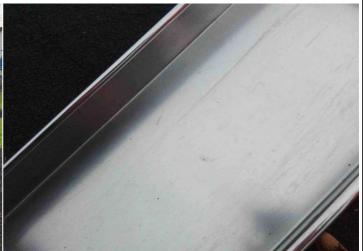
Activity Equipment - Multi Play (Junior) Manufacturer:

Sutcliffe Play Limited

V - Very Low Risk Risk Level: Surface: Bonded Rubber Mulch



Finding: There are a number of dents in the slide surface



Action: Monitor for any further deterioration and repair as required





Item: Rocking Equipment - Spring Helicopter Risk Level: L - Low Risk

Manufacturer: Sutcliffe Play Limited Surface: Bonded Rubber Mulch





Finding: The item has been damaged **Action:** Monitor for any further deterioration and replace as required

6 - Low Risk (Finding 1)

Item: Rocking Equipment - Spring Bird Risk Level: L - Low Risk

Manufacturer: Sutcliffe Play Limited Surface: Bonded Rubber Mulch





Finding: The item has been damaged **Action:** Monitor for any further deterioration and replace as required

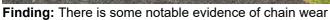




Item: Swings - 1 Bay 2 Seat (Cradle) Risk Level: L - Low Risk

Manufacturer: Sutcliffe Play Limited Surface: Bonded Rubber Mulch







Action: Monitor for any further deterioration and replace when 40% worn



Seaman Avenue

Inspection Ref: 2613960 Site Ref: 119085

Routine/Visual Inspection 13-February-2025 - 09:20 by Gary Vann

Risk Assessment: 12 Moderate Risk



Location:

The site is located in an area of public open space and is overlooked by a number of properties in the local community. **Disabled Access:**

Some accessible features; an area that presents difficulties to the majority of people with disabilities but in favourable circumstances and certainly in partnership can be accessed.





Item:Site GeneralManufacturer:Owner/Operator

Surface Type: N/A Item Quantity: 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item: Sign

Manufacturer: Not Identified

Surface Type: N/A Item Quantity: 1

Total Findings: 1



Finding 1





3 - Very Low Risk

Gate - Self Closing Item: Manufacturer: Not Identified Surface Type: Mixed Surface

Item Quantity:

Total Findings:



Finding 1

The gate is closing too slowly (in excess of 8 seconds) - Take effective action to ensure the gate closes between 4 and 8 seconds from 90 degrees



6 - Low Risk

Gate - Maintenance Item:

Manufacturer: Not Identified **Surface Type:** Mixed Surface

Item Quantity:

Total Findings:



Finding 1





Item: Fence
Manufacturer: Not Identified

Surface Type: Grass **Item Quantity:** 1

Total Findings: 1



Finding 1

There is some damage to the item - Monitor for any further deterioration and repair as required



6 - Low Risk

Item:BenchManufacturer:Not IdentifiedSurface Type:Concrete

Item Quantity: 1

Total Findings: 1



Finding 1





Item: Litter Bin Not Identified Manufacturer: **Surface Type:** Concrete **Item Quantity:**

Total Findings:



Finding 1

The surface has eroded and the foundations are exposed -Reinstate surrounding surfaces to cover the foundations

Finding 2

The item has been damaged - Monitor for any further deterioration and replace as required



8 - Low Risk

Item: Seating Area Manufacturer: Not Identified **Surface Type:** Grass

Item Quantity:

Total Findings:



Finding 1

The bench/es is/are not securely fixed to the surface and there is some possibility of the item/s tipping or rolling over - further deterioration and repair as required Secure to the ground

Finding 2

The item is slightly loose in its foundations - Monitor for any





Basketball Post Item: Manufacturer: Not Identified **Surface Type:** Tarmac

Item Quantity:

Life Expectancy: 3 - 5 Years

Total Findings:



Finding 1

The paint is flaking off the metalwork - Rub down and re-

paint

Finding 2

There is some minor damage to the surface - Monitor for any further deterioration and repair as required



6 - Low Risk

Item: Teenage Shelter Not Identified Manufacturer:

Surface Type: Grass **Item Quantity:**

Total Findings:



Finding 1

in wet conditions - Reinstate the surface

Finding 2

The surface has eroded in some areas and may be slippery The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding -Treat affected areas and repaint

Finding 3

There is/are bolt cap covers missing or damaged on the item - Replace missing or damaged bolt cap covers





12 - Moderate Risk

Item:Cable RunwayManufacturer:Eibe Play LtdSurface Type:Grass Matrix Tiles

Item Quantity: 1

Total Findings: 3



Finding 1

There is algae or moss on the surface of the equipment - Clean and treat appropriately

Finding 3

The chain links are worn in excess of 40% and require renewing - Replace worn chains

Finding 2

There are areas or parts of the timber on the structure that have rotted - Replace all affected timbers

G

10 - Low Risk

Item:Contact Swing - Type 4Manufacturer:Wicksteed PlaygroundsSurface Type:Grass Matrix Tiles

Item Quantity: 1

Total Findings: 3



Finding 1

There is some damage to the item - Monitor for any further deterioration and repair as required

Finding 3

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

Finding 2

There is some notable evidence of chain wear - Monitor for any further deterioration and replace when 40% worn





Item: Basket Swing - Type 1

Manufacturer: Eibe Play Ltd
Surface Type: Grass Matrix Tiles

Item Quantity: 1

Total Findings: 5



Finding 1

The bushes are showing signs of wear - Monitor for any further deterioration and replace as required

Finding 3

There is algae or moss on the surface of the equipment - Clean and treat appropriately

Finding 5

The timber has a number of splits/shakes or air cracks and this may affect the stability or allow water ingress which will accelerate the rotting process - Monitor to ensure the splits do not cross through fixing points of the structure and/or cause any instability

Finding 2

There is some wear to the shackles. - Monitor for any further deterioration and replace when 40% worn

Finding 4

The swing seat connectors have some wear present - Monitor for further deterioration and replace when 40% worn



6 - Low Risk

Item:1 Bay 2 Seat (Cradle)Manufacturer:Action Play and LeisureSurface Type:Grass Matrix Tiles

Item Quantity: 1

Life Expectancy: >10 Years

Total Findings: 1



Finding 1



Findings information

5 - Very Low Risk (Finding 1)

Item:Gates - Gate - Self ClosingRisk Level:Manufacturer:Not IdentifiedSurface:



Finding: The gate is closing too slowly (in excess of 8



V - Very Low Risk

Mixed Surface

Action: Take effective action to ensure the gate closes between 4 and 8 seconds from 90 degrees

6 - Low Risk (Finding 1)

Item:Fences - FenceRisk Level:L - Low RiskManufacturer:Not IdentifiedSurface:Grass



Finding: There is some damage to the item



Action: Monitor for any further deterioration and repair as required





Manufacturer: Not Identified Surface:



L - Low Risk

Concrete

Risk Level:

Finding: The surface has eroded and the foundations are exposed

Action: Reinstate surrounding surfaces to cover the foundations

6 - Low Risk (Finding 2)

Item: Ancillary Items - Litter Bin



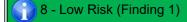
Finding: The item has been damaged

Risk Level: L - Low Risk Surface: Concrete



Action: Monitor for any further deterioration and replace as required





Item:Ancillary Items - Seating AreaRisk Level:L - Low RiskManufacturer:Not IdentifiedSurface:Grass



Finding: The bench/es is/are not securely fixed to the surface and there is some possibility of the item/s tipping or rolling over

Action: Secure to the ground

9

6 - Low Risk (Finding 2)

Item:Ancillary Items - Seating AreaRisk Level:L - Low RiskManufacturer:Not IdentifiedSurface:Grass

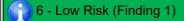




Finding: The item is slightly loose in its foundations

Action: Monitor for any further deterioration and repair as required





Item:Multi Use Games Area - Basketball PostRisk Level:L - Low RiskManufacturer:Not IdentifiedSurface:Tarmac





4 - Very Low Risk (Finding 2)

Item: Multi Use Games Area - Basketball Post Risk Level: V - Very Low Risk

Manufacturer: Not Identified Surface: Tarmac





Finding: There is some minor damage to the surface

Action: Monitor for any further deterioration and repair as required





Item:Ancillary Items - Teenage ShelterRisk Level:L - Low RiskManufacturer:Not IdentifiedSurface:Grass





Finding: The surface has eroded in some areas and may be **Action:** Reinstate the surface slippery in wet conditions

6 - Low Risk (Finding 2)

Item:Ancillary Items - Teenage ShelterRisk Level:L - Low RiskManufacturer:Not IdentifiedSurface:Grass





Finding: The paintwork on this item has been damaged or worn exposing the metal underneath which is rusting / corroding

Action: Treat affected areas and repaint





4 - Very Low Risk (Finding 3)

V - Very Low Risk Ancillary Items - Teenage Shelter Risk Level: Item:

Not Identified Surface: Grass Manufacturer:





Finding: There is/are bolt cap covers missing or damaged Action: Replace missing or damaged bolt cap covers on the item

8 - Low Risk (Finding 1)

Item: Other - Cable Runway Risk Level: L - Low Risk Manufacturer: Eibe Play Ltd Surface: **Grass Matrix Tiles**

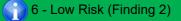




Finding: There is algae or moss on the surface of the equipment

Action: Clean and treat appropriately





Item:Other - Cable RunwayRisk Level:L - Low RiskManufacturer:Eibe Play LtdSurface:Grass Matrix Tiles





Finding: There are areas or parts of the timber on the structure that have rotted

Action: Replace all affected timbers

12 - Moderate I

12 - Moderate Risk (Finding 3)

Item:Other - Cable RunwayRisk Level:M - Moderate RiskManufacturer:Eibe Play LtdSurface:Grass Matrix Tiles

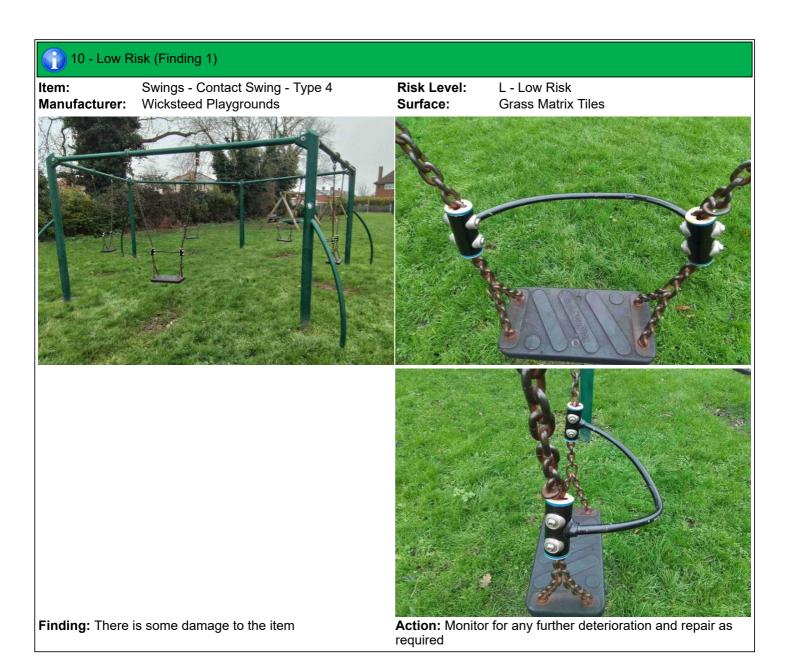




Finding: The chain links are worn in excess of 40% and require renewing

Action: Replace worn chains









Swings - Contact Swing - Type 4 Item:

Wicksteed Playgrounds Manufacturer:

Risk Level: L - Low Risk Surface: **Grass Matrix Tiles**



Finding: There is some notable evidence of chain wear



Action: Monitor for any further deterioration and replace when 40% worn

6 - Low Risk (Finding 3)

Item: Swings - Contact Swing - Type 4

Wicksteed Playgrounds Manufacturer:

Risk Level: L - Low Risk Surface: **Grass Matrix Tiles**



Finding: There is some wear to the shackles.



Action: Monitor for any further deterioration and replace when 40% worn





Item: Swings - Basket Swing - Type 1

Manufacturer: Eibe Play Ltd

Risk Level: V - Very Low Risk Surface: Grass Matrix Tiles



Finding: The bushes are showing signs of wear



Action: Monitor for any further deterioration and replace as required





Item: Swings - Basket Swing - Type 1

Manufacturer: Eibe Play Ltd









Finding: There is some wear to the shackles.

Action: Monitor for any further deterioration and replace when 40% worn





8 - Low Risk (Finding 3)

Item: Swings - Basket Swing - Type 1

Manufacturer: Eibe Play Ltd

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Finding: There is algae or moss on the surface of the equipment

Action: Clean and treat appropriately

6 - Low Risk (Finding 4)

Item: Swings - Basket Swing - Type 1

Manufacturer: Eibe Play Ltd



Finding: The swing seat connectors have some wear present

Risk Level: L - Low Risk
Surface: Grass Matrix Tiles



Action: Monitor for further deterioration and replace when 40% worn



6 - Low Risk (Finding 5)

Item:Swings - Basket Swing - Type 1Risk Level:L - Low RiskManufacturer:Eibe Play LtdSurface:Grass Matrix Tiles





Finding: The timber has a number of splits/shakes or air **Action:** Monitor to ensure the splits do not cross through cracks and this may affect the stability or allow water ingress fixing points of the structure and/or cause any instability which will accelerate the rotting process



Saxmundham Skate Park

Inspection Ref: 2613961 Site Ref: 119084

Routine/Visual Inspection 13-February-2025 - 10:00 by Gary Vann

Risk Assessment: 6 Low Risk



Location:

The site is located in an area of public open space and is not directly overlooked by any properties in the local community.

Disabled Access:

Generally accessible; an area accessible to most.





Item:Site GeneralManufacturer:Owner/Operator

Surface Type: N/A Item Quantity: 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item:Litter BinManufacturer:GlasdonSurface Type:GrassItem Quantity:2

Life Expectancy: 5 -10 Years

Total Findings: 1



Finding 1





Item:BenchManufacturer:GlasdonSurface Type:Concrete

Item Quantity: 1

Total Findings: 1



Finding 1

This item is satisfactory - no work required -



6 - Low Risk

Item: Sign

Manufacturer: Not Identified

Surface Type: Grass **Item Quantity**: 1

Total Findings: 1



Finding 1





Item:Picnic TableManufacturer:GlasdonSurface Type:Concrete

Item Quantity: 1

Total Findings: 1



Finding 1

There is some evidence of fire damage to the item - Monitor for any further deterioration and repair as required



6 - Low Risk

Item: Football Goal Manufacturer: Not Identified

Surface Type: Grass **Item Quantity**: 1

Total Findings: 1



Finding 1



Item: Concrete Skate Park

Manufacturer: Not Identified Surface Type: Concrete Item Quantity: 1

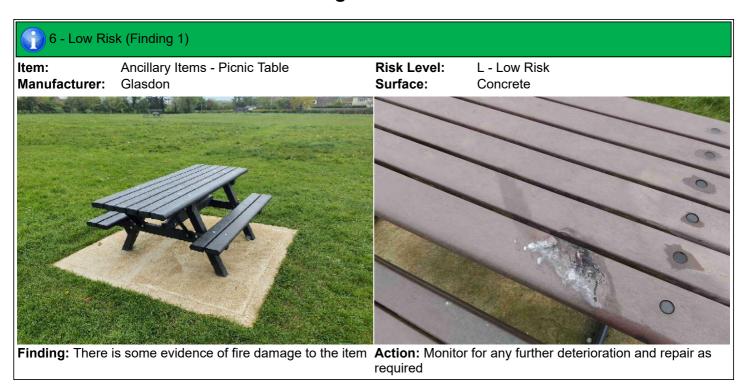
Total Findings: 1



Finding 1



Findings information





Completed Findings Information

The following items have been marked as complete by the inspector during the course of this inspection.



6 - Low Risk (Finding 1) - Marked as complete on 13-February-2025

Item:Multi Use Games Area - Football GoalRiskManufacturer:Not IdentifiedSurface

Risk Level: L - Low Risk Surface: Grass





Finding: The surface has eroded in some areas and may be **Action:** Reinstate the surface slippery in wet conditions

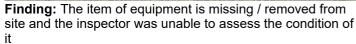


0 - Risk Assessment not Undertaken (Finding 2) - Marked as complete on 13-February-2025

Item: Multi Use Games Area - Football Goal Risk Level: N - Risk Assessment not Undertaken

Manufacturer: Not Identified Surface: Grass







Action: Consider replacement of missing item

ALDE FENCING LTD

QUOTATION NUMBER 1.255

Adam Blowers 24 Bittern Road Saxmundham Suffolk IP17 1WT

Saxmundham Town Council

Date: 08/04/2025

Tel: 01728 633144 / Mob: 07896766719 Email: adamblowers@btinternet.com

VAT No: 196 4037 86

Ref: Memorial Field

Take down and dispose of existing fencing.

Supply and install 2m high close board fencing, using 100 x 100mm timber posts, and timber gravel boards, as discussed, the total cost will be...

£2,240 plus VAT (£2,688 inc)

To board up both sides of the fence the total cost will be...

£3,120 plus VAT (£3,744)

All timber used will be fully pressure treated and all posts will be concreted a minimum of 600mm in the ground.

Saxmundham Town Council

Committee Meeting	Amenities and Services Committee
Meeting Date	17 th April 2025
Item Number	Item 6e
Report Title	Bench at the Memorial Field for veterans of the Falklands War
Report Author	Deputy Town Clerk

A resident has asked whether it will be possible to have a bench like the one in the picture below, so that veterans, like himself, can sit and reflect. This will be particularly appropriate as it will be the 45th anniversary of the war in 2027.



Saxmundham Town Council

Committee Meeting	Amenities and Services Committee
Meeting Date	17 th April 2025
Item Number	Item 9
Report Title	Proposal regarding Market Hall and Christmas Tree lights
Report Author	Deputy Town Clerk

The contractor has proposed that instead of the Council paying around £1400.00 plus VAT for new warm white light curtains, extending the icicle around the Bull hotel and putting new lights on the Xmas trees, it agrees to extend the agreement with the contractor a further year i.e. to 2027, and the contractor will incorporate the extra lighting costs. The annual cost for the extra year will therefore remain at £6100 plus VAT.

The contractor is assuming that there are gutters to fix the icicle lights at the Bell Hotel and that they will be powered from the Market Hall lights.