



# Saxmundham Town Council

Members of the Amenities and Services Committee are summoned to attend a meeting on Thursday 17<sup>th</sup> July 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

- a) Members of the public are invited to share their views on agenda items.
- b) To meet representatives from Greener Sax to discuss Town Council support for tree work at the Community Garden. (*Annual Delivery Plan 2.5*)

### 4. Minutes

To approve the minutes of the meeting held on 15<sup>th</sup> May 2025 as a true and accurate record.

### 5. Finance

To note the budget versus actual income and expenditure report as at 30<sup>th</sup> June 2025.

### 6. Play Parks

- a) To receive revised specifications and quotations for the two most popular design options for the Seaman Avenue Play Park. (*Annual Delivery Plan 2.2*)
- b) To recommend to the Town Council:
  - i. to approve a preferred supplier specification and quotation
  - ii. to allocate £15,000 from Community Infrastructure Levy Fund
  - iii. to allocate £15,000 from the Capital Replacement Fund
  - iv. to proceed with an application to the Sizewell C Community Fund for the remaining £30,000.

### 7. Memorial Field

- a) To receive an update regarding the installation of a roundel at the Memorial Garden. (*Annual Delivery Plan 2.3*)
- b) To receive and consider a revised quotation to extend the fencing in the north-west corner. (*Annual Delivery Plan 2.1*)
- c) To receive and consider a quotation to relocate two litter bins near the bridge.
- d) To consider a treeline report for four properties along the west boundary and to agree any necessary action.

**8. Saxon Road Allotments**

- a) To receive an update on progress regarding the proposed allotment site including an application to the ESC Field to Fork Fund. (*Annual Delivery Plan 2.6*)
- b) To approve a draft leaflet for community consultation to be distributed to all residents of Saxon Road.

**9. Street Furniture**

To receive an update regarding the provision of litter bins on Fairfield Road and St Johns Road.

**10. Green Team**

To receive a report from the Environment Coordinator.

**11. Christmas Lights**

To consider a request from the Civic and Community Committee to exclude the Christmas lamppost motifs this year. (*Annual Delivery Plan 1.15*)

**13. Next Meeting**

To note the date and time of the next meeting which is scheduled for Thursday 18<sup>th</sup> September 2025 at 5:30 pm.

**Sharon Smith**  
**Town Clerk**  
**11<sup>th</sup> July 2025**