



# Saxmundham Town Council

Members of the Amenities and Services Committee are summoned to attend a meeting on Thursday 20<sup>th</sup> November 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.

### 4. Minutes

To approve the minutes of the meeting held on 18<sup>th</sup> September 2025 as a true and accurate record.

### 5. Play Equipment

- a) To receive an update on the installation of the new play equipment at Seaman Avenue Play Park. *(Annual Delivery Plan 2.2)*
- b) To ratify the expenditure incurred for the removal of the teen shelter and to consider alternative suitable locations for its reinstatement. *(Annual Delivery Plan 2.2)*
- c) To receive the annual play equipment inspection reports and agree any necessary action.
- d) To receive a report and quotation for a new cradle swing seat for Chantry Road Play Park.

### 6. Memorial Field

- a) To consider a quotation for three sets of new pegs for the goalposts. *(Annual Delivery Plan 2.2)*
- b) To consider a quotation for the installation of a concrete base for a bench.

### 7. Saxon Road Allotments

To receive an update on progress regarding the proposed allotment site. *(Annual Delivery Plan 2.6)*

### 8. Street Furniture

- a) To receive an update regarding the provision of new litter bins.
- b) To approve a quotation for Christmas trees. *(Annual Delivery Plan 3.11)*

**9. Speed Indicator Devices**

To receive a progress update and consider quotations for a new solar-powered speed indicator device on Church Hill. (*Annual Delivery Plan 2.14*)

**10. Electrical Installation**

To consider a quotation for electrical installation work at the Town House and Youth Booth.

**11. Saxon Road Parking**

To consider a resident's request that the Town Council approach Suffolk County Council regarding the need for improved parking provision on Saxon Road.

**12. Open Spaces**

a) To receive a report from the Environment Coordinator.

b) To consider recommending to Full Council the approval of an amended Open Spaces Policy.

**13. Next Meeting**

To note the date and time of the next meeting which is scheduled for Thursday 15<sup>th</sup> January 2026 at 5:30 pm.

**Sharon Smith**  
**Town Clerk**  
**14<sup>th</sup> November 2025**