

Minutes of the meeting of the Leisure and Environment Committee Rep 3/ 2018

DATE & TIME	Monday 10th September 2018 – 3pm
PLACE	TOWN HALL
CHAIR	Cllr Rowan Robinson
PRESENT	Cllrs Bradbury, Doy, Ladd and Rowan Robinson. Also present for public section; Jan Orchard

AGENDA

Item	Subject	Comments	Action
1	Apologies and Declarations of Interest	Apologies for absence were received from Cllr Cardwell. .	
2	Minutes of previous meeting	To note the minutes of the previous meeting. Noted	
3	Standing Orders- public section.	Jan Orchard attended to discuss the maintenance of Electricity Green and the planter outside Craftco. Mrs Orchard has volunteered throughout the summer to assist with the maintenance of both and is offering to continue throughout the winter. The planter will require new items for the autumn and Mrs Orchard provided suggestions of appropriate plants. Discussion took place and it was agreed that Robert Beevor from Hillside Nurseries be asked to quote for cost of plants and compost. Mrs Orchard asked that it be noted that she had received donations of plants/ money to purchase plants for Electricity Green.	LJB
4	Environmental matters – timelines and completion dates	<ul style="list-style-type: none"> • <i>Common/Marshes mgt plan.</i> Suffolk Wildlife Trust will be meeting councillors on 14th September to confirm the brief for the report and to start gathering information. Subsequently – meeting took place with SWT – they would hope to be able to; hold a public meeting in November 2018, collect data and meet stakeholders over the next 6 months, and have a final report available July 2019. • <i>Marshes Drainage Works</i> – Cllr Rowan Robinson presented the list of drainage works and updated members on each. Priority works are the ditches around the Pony marshes/ allotments and Millennium car park. 2 quotes now received for these works – these to be referred to Finance cttee as they exceed the delegated L and E budget for drainage works. • Cllr Ladd advised that the Millennium Trust are commissioning a Flood Risk Assessment on their land report – and will make a copy available to the Town Council. • Quote from Water Alliance received for drainage 	ML

		<p>works on other ditches – second quotes to be requested.</p> <ul style="list-style-type: none"> • Culvert at Botany marshes – Cllr Rowan Robinson is reviewing how well this is draining. • <i>Eastern Bavents Footpath</i> – Cllr Ladd and Cllr Rowan Robinson are attending a site meeting re works at Eastern Bavents – and will report back at a future meeting. 	<p>LJB</p> <p>MRR</p> <p>MRR/ML</p>
5	<p>Amenities - Town Improvements– <i>Timelines and completion dates to be established for each project</i></p>	<ul style="list-style-type: none"> • <i>Marshes Information Boards/agreement on extra boards.</i> Date of installation to be ascertained • <i>Cycle racks rear of Town Hall</i> – The Co-op has now received planning permission to reduce the size, and cut back overhanging branches, of the trees above the cycle store. Work can commence once tree works complete. • <i>Flower planters for High Street</i> – Council has received compliments for the planters and hanging baskets placed around the town this year. Discussion re encouraging business to have their own hanging baskets. It was suggested that the Town could enter the Village in Bloom competition if there were enough participants – letter to go to businesses in High Street encouraging them to consider hanging baskets next year (planters if enough footpath space available). Letter also to go to events such as Arts Festival encouraging them to take part. • <i>Ladies Walk</i> – plants/ poppies for next agenda. • <i>Fingerposts</i> – Surfaces on some of the fingers have deteriorated and will be rectified foc. New posts/ fingers to be ordered at same time. • <i>Remembrance - There but not there</i> – WW1 100-year commemoration campaign being headed by Lord Dannett. Letter received from High Steward asking Town Council to consider taking part via the purchase of the various products available. It was agreed that it would an aspiration to have one 6ft life size Tommy on all greens around the Town. It was agreed by all for the Town Council to purchase a 6ft life size Tommy for the area by the war memorial (from the L and E events budget for £750) and to encourage individual donations to enable another to be purchased for Electricity Green. Adnams to be approached re purchasing one for East Green. Further donations to be sought for the purchase for other Greens. 	<p>LJB</p> <p>LJB</p> <p>LJB</p> <p>LJB</p>

		<ul style="list-style-type: none"> • <i>Other Town improvements</i> – Next meeting to consider action required to ensure the pavements were kept clean throughout the year. 	LJB
6	Other Assets	<ul style="list-style-type: none"> • <i>2 remaining cannons</i> on Gun Hill - - final works required to the remaining 2 unrestored cannons. Quotes have been received for these works and financing as previously minuted. Grant assistance to also be sought. 	
7	Events	<ul style="list-style-type: none"> • <i>Remembrance 2018</i> – order of events on the day to consider including lone piper, marching band, peeling of church bells. Southwold and Reydon Corps of Drums will reconvene for the commemorations to support the Town Council. Council to enrol with national event team. Cllr Doy and Town Clerk to meet with Rev Simon Pitcher regarding the service and the peeling of church bells. kiv time for laying of crosses – when will this take place? • <i>ST Edmunds Day</i> – Tuesday 20th November at 2.30pm. arrangements to be made with school etc. • <i>Tree planting – Arbor Day</i> – Cllr Ladd advised that he is liaising with SCC Highways re tree assessment for replanting of trees along Pier Ave. Appropriate trees to then be chosen – Robert Beevor Hillside Nurseries to advise. • <i>Christmas Carol Service</i> – Town Council to support the event. • <i>Suffolk Day 2019</i> – Cllr Ladd advised that Suffolk Day is gaining higher prestige and suggested that the Town Council should consider becoming involved in the celebrations/events for Suffolk Day 2019. Suffolk Day is always to be on 21st June. This to be considered further at the next meeting. 	SD CS ML LJB
8	Play areas and Open space	<ul style="list-style-type: none"> • <i>Klondyke new equipment</i>– Town Clerk advised that having investigated the offer of skate equipment from Carlton Colville and Beccles the re-siting of this redundant equipment would not be cost effective. Cost of new pieces of equipment are being obtained by WDC on our behalf. The young people who use the site are to be asked for a priority wish list in the same way as the school children did who requested the Tibbys Green play area equip. 	WW
9	Other matters to consider/To progress	<ul style="list-style-type: none"> • <i>Sport/leisure and entertainment leaflet and essential information leaflet/map</i>- Sport leaflet – Cllr Rowan 	MRR

		<p>Robinson to meet with the sports clubs to progress. Information leaflet – to be progressed. Map/ list of defibs to be produced by the Town Council.</p> <ul style="list-style-type: none"> • <i>A Boards/ Street Furniture</i> - the Town Council acts as the originator of the A boards letters (with permission from SCC) and it was suggested that in view of the lack of enforcement by SCC that street furniture also be included within this policy. It was felt that SCC would be grateful for such local control of street furniture. The present policy will be redrafted accordingly with a copy being forwarded to SCC for their information. Copy of revised policy to then be delivered to all traders Feb 19. • <i>Blue Plaque Scheme</i> – date to meet with museum is being arranged. 	<p>IRB</p> <p>LJB</p> <p>LJB</p> <p>CS</p>
11	To receive L and E cttee Financial report	Financial report – the financial report was received and confirmed. See update attached to report.	
12	Date of next meeting –	Provisional – Monday 19 th November at 3pm	

PLEASE NOTE THAT ALL L AND E MEETINGS ARE OPEN TO THE PUBLIC AND PRESS. THE TOWN COUNCIL ABIDES BY THE PARISH AND TOWN COUNCIL CODE OF CONDUCT 2012.