

REP 8.17 Minutes of the Leisure and Environment Committee

DATE & TIME	Monday 11 th December 2017 – 3pm
PLACE	TOWN HALL
CHAIR	Cllr Allen
PRESENT	Cllrs Bradbury, Cardwell, Doy, Ladd, Rowan Robinson and the Town Clerk

AGENDA

Item	Subject	Comments	Action
1	Apologies for absence	There were no apologies for absence	
2	Declarations of Interest	Cllr Rowan Robinson declared a personal interest in matters relating to Southwold golf club.	
3	Minutes of previous meeting	<i>The minutes of the October meeting</i> - had been received and noted.	
4	Standing Orders- public section.	<p><i>Richard Wood from Southwold Lions attended re Tibbys Green play area.</i> Mr Wood confirmed that the Lions would like to assist with a project in the play area as a legacy of their centenary year.</p> <p>Mr Wood was provided with the costs for the 3 new pieces of equipment that the school children had requested.</p> <p>Mr Wood indicated that the Lions may be prepared to assist with the cost of 1 or 2 pieces of the play equipment – and he would refer to the exec cttee for their consideration. Mr Wood will contact the Town Clerk in the New Year to confirm their decision.</p> <p>Mr Wood was advised that council would like to plan for equipment to be installed in the New Year – depending on what could be afforded with the contributions from Sect 106 monies, town council, and a possible donation from the Lions club.</p>	
5	Environmental matters – timelines and completion dates	<ul style="list-style-type: none"> <i>Open Space strategic plan - Common/Marshes mgt plan</i> – Suffolk W T quote was considered by the group. Cost was felt to be reflective of the work required. SWT to be asked to include the brief within their quote and to provide further details of the information that will be provided in the final report before a recommendation is made to Council. <i>Discussion also about the area of the Boating Lake</i> - WDC CLLR Ladd confirmed that the CCT are preparing a brief for a feasibility study of this area which, when completed, would complement the report above. WDC Cllr Ladd advised that funding may be required for the feasibility study and that council may be asked to assist with the funding as this is a Town Council property asset. 	

		<ul style="list-style-type: none"> • <i>Marshes drainage - to receive quotes.</i> Quotes were received from East Suffolk drainage who have quoted £6/m and Alan Collyer who has quoted £3/m. However, it would appear that the initial brief to Mr Collyer is not as extensive as that to East Suffolk drainage – same information to be supplied to each with a request that they both resubmit their quote. • <i>Marshes Information Boards/ update on boards.</i> HDC will be asked by Cllr Allen to provide a final proof and a possible installation date before April 2018. Heading of text will be amended to <i>Southwold Town marshes Conservation Area.</i> • <i>Dog walkers best practice code - stakeholder meeting feedback</i> – Cllr Allen advised that the meeting had been well supported and received. It was felt that positive relations had been established between stakeholders. SARDOG to be invited to attend the Feb L and E meeting. 	
6	Leisure amenities - Town Projects – Timelines and completion dates to be established for each project	<ul style="list-style-type: none"> • <i>Fingerposts</i> - next locations to be considered and costed as per previous minutes. Licences will be required for the new locations. SCC Cllr Ladd advised that Denise Mortimer will be returning to work at SCC Highways from 18th Jan 2018. • <i>Sign for public toilet</i> - to be erected on the wall of Church Street (High Street end) indicating the way to the public toilets. • <i>Cycle racks/ loops</i> - Area at rear of Town Hall to be priority no 1. Electricity Green to be priority no 2. Market Place cobbles - to be priority no 3. Area at rear of Town Hall – to be costed for a ceiling roof, lighting, lock on gate, cycle loops, area for STC refuse bins. Meeting to be arranged with Nick Attfield (Swan Hotel) and Shayne Plant (Norse) to progress a design for this area with a view of having it functional for Easter 2018. 	
7	Assets	<ul style="list-style-type: none"> • <i>2 new bins from Little F and C</i> – ordered • <i>2 remaining cannons on Gun Hill</i> - John Buckley has provided a quote to repair the final cannons. Finance allocated from reserves as agreed in previous minutes. • <i>Flower planters for town</i> – Supplier of the Halesworth Town containers to be contacted for design/ price. 	
8	Events	<ul style="list-style-type: none"> • <i>Women on Wheels</i> – 2018 Rotary have agreed to lead the organisation of the event – provisional date 1st July – subsequently amended to 22nd July. • <i>Remembrance 2018 – order of events on the day to</i> 	

		<p><i>consider including marching band, peeling of church bells as per national initiative.</i> Discussion re booking the appropriate musicians for the event. A marching band will need to be booked for the parade. Full programme for the day to be drafted in the New Year and all stakeholders to be invited to attend a meeting in January to start organising the arrangements for the day.</p> <ul style="list-style-type: none"> • <i>Civic Sunday – Marching Band required.</i> 	
9	Play areas and Open space	<ul style="list-style-type: none"> • <i>Update on new play equipment for Tibbys Green area / Lions donation.</i> See public section above. • <i>Updating skatepark – Letter received asking whether the skatepark could be updated. To be considered at a later date.</i> 	
10	Other matters to consider/ To progress	<ul style="list-style-type: none"> • Sport and entertainment leaflet - to be considered at next meeting. • Essential Information leaflet/ map - to be considered at next meeting. • Blue Plaque Scheme –feedback from museum. To be considered at next meeting. 	
11	To receive L and E cttee Financial report	Financial report Nov 17 – received and noted.	
12	Date of next meetings –	Wednesday 21 st Feb at 3pm. Monday 9 th April at 3pm. Monday 11 th June 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.