



## WOODBIDGE TOWN COUNCIL

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### TO MEMBERS OF THE AMENITIES COMMITTEE

Cllr Bale	Cllr Miller
Cllr Lady Blois	Cllr Rawlings
Cllr Gillard	Cllr Sanders
Cllr Jewers	Cllr Walsh
Cllr Mapey	Cllr Wilks

You are hereby summoned to attend the **MEETING** of the **AMENITIES COMMITTEE** to be held virtually on: **TUESDAY 8<sup>TH</sup> DECEMBER 2020 at 5.00PM**

Greg Diaper  
Locum Town Clerk  
1<sup>st</sup> December 2020

#### *Join Zoom Meeting*

<https://us02web.zoom.us/j/88436408013?pwd=aCtISUhFZ0JkWXhIKzM2UTFOVlpPQT09>

**Meeting ID: 884 3640 8013**

**Passcode: 087951**

#### ***Public Attendance***

*Members of the public and press are welcome to join the Zoom meeting. Members of the public will be invited to give their views/questions the Town Council on issues on the agenda, or raise issues for consideration or inclusion at future meetings. This item will be limited to 30 minutes duration but may be extended at the discretion of the Mayor.*

### **AGENDA**

#### **1. APOLOGIES**

To receive apologies for absence.

**2. TO RECEIVE DECLARATIONS OF INTEREST**

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

**3. TO CONSIDER REQUEST FOR DISPENSATIONS**

Councillors with a Pecuniary Interest in an item on this Agenda, who wish to remain, speak and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

**4. TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD 10<sup>TH</sup> NOVEMBER 2020**

**5. PUBLIC QUESTION TIME**

15 minutes maximum.

**6. TO REVIEW THIS COMMITTEE'S FUTURE REVENUE PROJECT REQUESTS TO THE FINANCE COMMITTEE - ATTACHED**

**7. TO AGREE TO REDUCED FREQUENCIES OF GRASS-CUTTING ON PARTS OF THE COUNCIL'S ESTATES – ATTACHED**

**8. TO AGREE TO THE PURCHASE OF A COMBINED LITTER/RECYCLING BIN FOR WHISSTOCKS PLACE – ATTACHED**

**9. CLOSURE**

## WOODBIDGE TOWN COUNCIL

Minutes of an on-line meeting of the AMENITIES COMMITTEE held on TUESDAY 10<sup>TH</sup> NOVEMBER 2020 at 6pm

### Councillors:

Present: S Bale, Lady C Blois, J Jewers, S Miller, S Rawlings, R Sanders, C Walsh and M Wilks

In attendance: Councillor O’Nolan (Item 576 only)

Apologies: P Gillard

Absent without Apologies: C Mapey

In Attendance: Locum Town Clerk, Locum Deputy Town Clerk and two members of the public

*Action*

#### 569. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Gillard.

#### 570. MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED, AND TO DEAL WITH DISPENSATIONS AS REQUESTED BY INDIVIDUAL COUNCILLORS IN LINE WITH S33 OF THE LOCALISM ACT 2011

No members declared an interest in matters on the agenda.

#### 571. COUNCILLORS WITH A PECUNIARY INTEREST IN AN ITEM ON THIS AGENDA, WHO WISH TO REMAIN, SPEAK AND/OR VOTE DURING CONSIDERATION OF THAT ITEM, MAY APPLY FOR A DISPENSATION BY WRITING TO THE TOWN CLERK PRIOR TO THE MEETING. APPLICATIONS MAY ALSO BE CONSIDERED AT THE MEETING ITSELF SHOULD THE NATURE OF THE INTEREST BECOME APPARENT TO A COUNCILLOR AT THE TIME OF THE MEETING

There were no requests from Councillors for a dispensation.

**572. CONFIRMATION OF AMENITIES COMMITTEE MINUTES**

The Committee received and approved the signing of the minutes of the meeting held 13<sup>th</sup> October 2020 as a true record.

**573. PUBLIC QUESTION TIME**

A member of the public expressed her concern that the Quaker Burial Ground was not being maintained in accordance with the Council's Grounds Maintenance Contract.

**574. TO CONSIDER WHETHER TO BUDGET FOR CHRISTMAS DECORATIONS FOR CHRISTMAS 2021**

The Committee agreed to identify £2,500 as a new project for 2021/2022 for some form of Christmas illumination (precise scheme to be agreed) at Whisstocks Place.

**575. TO CONSIDER ADDITIONAL REVENUE ITEMS FOR INCLUSION IN THEIR 2021/2022 BUDGET**

The Committee reviewed their earlier decisions and agreed that the items should be: -

- a) Funding for post-COVID events - £6,000
- b) Funding for creation of new allotments - £6,000
- c) Christmas illuminations at Whisstocks 2021/2022 - £2,500
- d) Litter bins and daily emptying at Whisstocks - £2,300

**576. TO RECEIVE A VERBAL UPDATE FROM THE CLIMATE EMERGENCY COMMITTEE ON THE MASS TREE PLANTING SCHEME**

The Committee received a verbal update, with illustrative plans identifying potential sites for further tree and hedge planting.

**577. TO CONSIDER AND APPROVE A CONTRACTOR TO UNDERTAKE THE INSTALLATION OF A BASKETBALL COURT ON KINGSTON FIELD**

The Committee agreed, subject to the agreement of Full Council to allocate funds from the CIL monies held by the Council, to accept the quotation from Playquip.

**578. TO DISCUSS THE REPORT FROM THE PLAY AREA WORKING PARTY IN REGARDS TO THE POTENTIAL UPDATE OF THE TOWN COUNCIL FACILITIES**

The Committee considered the report and agreed to recommend to Full Council that the three play areas be upgraded as suggested in the report, and the monies be included in the 2021/2022 budget, including the use of existing reserves if necessary.

In addition the Committee agreed to recommend to Full Council that, in order to address accessibility issues the toilets at Elmhurst Park be modernised to provide for an accessible toilet, and that a hard-surfaced path be provided across Kingston Field from the pedestrian access bridge to the play area.

**579. CLOSURE**

The meeting was closed at 7.25pm.

Councillor Sanders  
Vice-Chair

## ITEM 6

### TO REVIEW THIS COMMITTEE'S FUTURE REVENUE PROJECT REQUESTS TO THE FINANCE COMMITTEE

The Finance Committee have considered supporting the proposals for these projects in 2021/22 but have asked this Committee to provide justification for them and the proposed costs: -

Post-Covid19 events	£6,000
Christmas at Whisstocks	£2,500
Litter bin daily emptying Whisstocks	£1,700

They have accepted the estimate of daily emptying of a new litter bin at Whisstocks, but question the budget required for the other items.

The estimated cost of post-COVID events was based on quotations received to provide free children's amusements for family-friendly "picnics in the park". This included the hire of the rides (which would be free to use), and first aid cover, with an anticipated attendance. The budget could be reduced to only hold two such events, or reduced still further to "support" other organisations' activities in our parks – perhaps to offset hire fees.

Christmas at Whisstocks budget was based on the purchase of an artificial tree which could be re-used over several years. Other Members offered alternative solutions such a laser displays onto the Tide Mill or the Museum Building (although there may be restrictions on projections such as these). However, the costs of a commercial Christmas feature at Whisstocks is likely to be within the £2,500 range identified.

**Members are recommended to agree their response to the Finance Committee**

## ITEM 7

### TO AGREE TO REDUCED FREQUENCIES OF GRASS-CUTTING ON PARTS OF THE COUNCIL'S ESTATES

The Climate and Ecological Emergency Committee have been reviewing the Council's estates with a view to increasing carbon capture and providing greater habitats for wildlife.

As a consequence of the actions already taken, and with new measures planned for 2021 it is appropriate to meet with our grounds maintenance contractor to revise the management regimes contained within the contract, which has a further two years to run.

**Members are recommended to agree that the Chair of the Committee, together with the Chair of the Climate and Ecological Emergency Committee and the Town Clerk meet with Norse to agree revised maintenance regimes taking into account the rewilding and tree planting undertaken and planned for 2021**

## ITEM 8

### TO AGREE TO THE PURCHASE OF A COMBINED LITTER/RECYCLING BIN FOR WHISSTOCKS PLACE

The Finance Committee are likely to approve an increase in the 2021/22 budget to allow for the daily emptying of a new litterbin at Whisstocks Place from 1<sup>st</sup> April 2021.



Approval is sought to purchase a suitable bin at a cost of £1,030 to be located close to the seating and secured in place by internal weights.

Members are recommended to approve the purchase of this bin so as it is available for use from 1<sup>st</sup> April 2021