



WOODBIDGE TOWN COUNCIL



Shire Hall Market Hill Woodbridge Suffolk IP12 4LP
Locum Town Clerk: Mr Gordon Mussett
Tel: 01394 383599
Email: townclerk@woodbridge-suffolk.gov.uk

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: **MONDAY 20TH JULY 2020 at 3.00PM**

Gordon Mussett
Locum Town Clerk
13th July 2020

To join this meeting as a member of the public please contact the Town Clerk via email – townclerk@woodbridge-suffolk.gov.uk for more information.

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 8TH JULY 2020

To receive and approve the minutes of the meeting held 8th July 2020.

5. PUBLIC QUESTION TIME

15 minutes maximum.

6. TO NOTE, AND AGREE TO RECOMMEND TO COUNCIL, THE WORKING GROUP'S CHOICE OF SEATING FOR WHISSTOCKS PLACE – ATTACHED

To note, and agree to recommend to Council, the Working Group's choice of seating for Whisstocks Place.

7. CLOSURE

WOODBIDGE TOWN COUNCIL

Minutes of an **on-line** meeting of the **AMENITIES COMMITTEE** held on **WEDNESDAY 8TH JULY 2020** at **6pm**

Councillors:

Present: S Bale, Lady C Blois (items 154 – 157), P Gillard, J Jewers, S Miller, R Sanders, C Walsh and M Wilks (items 141 - 148)

By Invitation: G Holdcroft (items 141 - 148), E O’Nolan (items 141 -152) and M Sutton

Apologies: S Rawlings

Apologies without
Absence: C Mapey

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

Action

141. TO ELECT A CHAIR OF COMMITTEE

The Committee elected Councillor Gillard as Chairman.

142. TO ELECT A VICE-CHAIR OF COMMITTEE

The Committee elected Councillor Sanders as Vice-Chairman.

143. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Rawlings.

144. 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

Councillor Sutton declared an interest in item 148 as a member of Woodbridge Riverside Trust.

145. 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.

146. CONFIRMATION OF AMENITIES COMMITTEE MINUTES

To Committee received and approved the signing of the minutes of the meeting held 25th February 2020 as a true record.

147. PUBLIC QUESTION TIME

Members of the public, and District Councillor Yule, commented on the design, weight and suitability of the benches being proposed for Whisstocks Place, and stressed the need to retain access to/from the Longshed and the Slipway.

With the Committee's approval the Chairman indicated that agenda item 13 would be dealt with next – (updated to item 148)

148. TO NOTE, AND AGREE TO RECOMMEND TO COUNCIL, THE WORKING GROUP'S CHOICE OF SEATING FOR WHISSTOCKS PLACE

The Committee agreed to ask the Working Group to consider some alternative forms and styles of seating for consideration and the Clerk was asked to write to all Councillors for suggestions as to a suitable style. The Committee agreed to ask Full Council to increase the budget (£5,000) currently allocated for this seating.

149. TO NOTE AND CONFIRM THE ACTION TAKEN REGARDING THE CHILDREN'S PLAYGROUNDS AND THE OUTDOOR GYM

The Committee noted and confirmed the action taken to keep the children's playgrounds and the outdoor gym closed until a means of controlling the spread of COVID19 could be implemented on the equipment.

150. TO CONSIDER THE FUTURE OF THE EXTERNAL ACCESSIBLE TOILET AT KINGSTON FIELD PAVILION

The Committee considered the future of the external accessible toilet at Kingston Field Pavilion and agreed to close it and convert it into a store. The Clerk was asked to negotiate public access to the accessible toilet within the cafe.

151. TO NOTE THE DETAILED REQUIREMENTS FOR THE RE-OPENING OF THE SHIRE HALL AND AGREE ACTION IN RESPECT OF WEDDINGS AND HIRES

The Committee noted the detailed requirements for the re-opening of the Shire Hall and agreed the following action in respect of weddings and hires: -

- a) Absorb the additional cleaning costs for the remaining pre-booked weddings in 2020.
- b) Increase the cost of weddings (including those already booked) in 2021.
- c) Increase the hire charge for church services to cover the additional cleaning costs.

152. TO CONSIDER AND AGREE OPTIONS FOR EXTENSION OF THE COUNCIL'S REWILDING SCHEMES

The Committee considered and agreed that Full Council consider the options for extension of the Council's rewilding schemes.

153. TO AGREE TO PREPARE A FOUR-YEAR INVESTMENT PLAN FOR THE COUNCIL'S PARKS AND PLAY AREAS

The Committee agreed to prepare a four-year investment plan for the Council's parks and play areas and the Clerk was asked to seek volunteers from amongst the Council initially to assist the Deputy Town Clerk with this task.

154. TO AGREE TO RESURFACING OF THE SAFETY AREA UNDER THE SWINGS AT KINGSTON FIELDS

The Committee agreed the need to replace the safety surfacing and agreed: -

- a) To accept the lowest quotation for "wet pour" surfacing and recommend to Town Council the expenditure to be met from Kingston Field earmarked reserve.

- b) To recommend to Full Council that the sum of £2,000 per annum be allocated to an earmarked reserve for future replacement of this surfacing.

155. TO AGREE TO MODIFY THE JUDGING CRITERIA USED FOR THE ALLOTMENT COMPETITION

The Committee reviewed the current criteria and agreed: -

- a) To conduct the 2020 competition on the existing criteria.
- b) To delegate the rewriting of the existing criteria to the Town Clerk in conjunction with the Chair of Amenities and Chair of Climate Emergency Committee.

156. TO AGREE TO INSTALL A NEW BENCH IN SCOUTS CORNER TO CREATE FACE TO FACE SEATING BENEATH THE PERGOLA

The Committee agreed to install a new bench at a cost of £541 plus a further sum of approximately £100 for a concrete foundation, to be funded from Amenities Committee budget.

157. CLOSURE

The meeting was closed at 7.47pm.

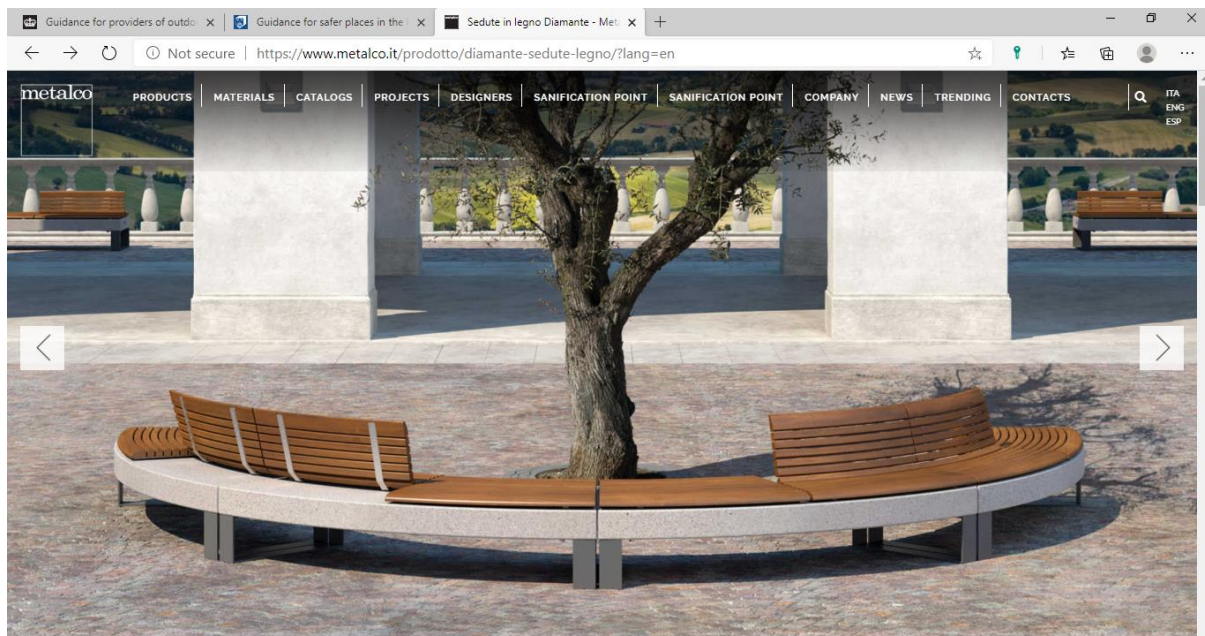
Councillor Gillard
Chairman

ITEM 6

TO NOTE, AND AGREE TO RECOMMEND TO COUNCIL, THE WORKING GROUP'S CHOICE OF SEATING FOR WHISSTOCKS PLACE

Following the last Amenities Committee meeting the Working Group have selected a new range of seating which incorporates the suggestions (having a back, contracting colour) raised as objections to the earlier design.

This range of seating is more expensive and it will be necessary for Full Council to agree an increase in the agreed budget of £5,000.



Members are recommended to agree this range of seating and an increase in budget to Full Council