

Minutes of the meeting of the **Amenities Committee** held at the **Shire Hall** on **Wednesday 6th May 2026** at **7pm**.

Councillors:

Present: D Adelson, S Bale, S Miller, E O’Nolan, D Pegg, S Sadler, R Sanders and M Wilks.

Apologies: E Beck.

In Attendance: Deputy Town Clerk (Mrs B Lloyd) and Mayor, Cllr. N Phipps.

1. Apologies for Absence.

Apologies for absence were approved for Cllr. E Beck.

2. Request for declarations of interest.

No members made any declarations of interests in relation to items on the agenda

3. Request for dispensations.

No members made any requests for a dispensation in relation to items on the agenda.

4. Public Question Time.

There were no members of the public present.

5. To agree and approve the Minutes of the meeting held on 1st April 2026.

The minutes of the Amenities Committee meeting held 1st April 2026 were approved as a true record.

6. To note the discontinuation of two Woodbridge Town Council owned defibrillators and consider their replacement.

The Committee agreed the purchase one Primedic defibrillators funded from the Amenities Committee Budget for £735 + vat (5100) and agreed to make a

recommendation to Town Council to purchase the other defibrillator funded from another budget.

7. To receive further costings for the management of the Salto locks on Elmhurst Park toilets.

Members noted the quotations provided by East Suffolk Services for an ad hoc service to amend the lock operating times. It was agreed that the service would be implemented and reviewed through to the end of the year. Members also noted the Town Council's agreement to fund any reasonable costs associated with managing the changes to the operating times.

8. To discuss the request from Town Council to consider longer summer opening hours of Elmhurst Park Toilets.

The committee noted the local area toilet opening times collated by Cllr Walsh and agreed to change the toilet opening times to 7am to 6.30pm 1st May till 30th September. And delegated the winter opening hours to be agreed by the Deputy Town Clerk to take into account the GMT and to try avoid further expense of ESS attendance.

9. To discuss the request from Town Council to consider the current bin emptying schedule, signage and the consideration of the trial removal of bins at a specific location, including the requirement for public engagement and communication.

Members agreed that 4 additional bin lifts per week during school holiday periods, providing a 7 day a week service, at the following bin locations should alleviate the overflowing problem.

- 4 bins at Kingston Playing Field located at the play area and around the pavilion.
- 4 bins at Elmhurst Park located at entrances and near the shelter and play area.
- 2 bins on Market Hill
- 2 bins at Whisstocks place

Members agreed make this recommendation to Town Council with a maximum spend of £1000 to be funded from another budget.

In addition to this, members agreed to change the existing 3 day a week service to Tuesday, Friday and Sunday.

Cllr Sadler and Cllr Wilks were asked to agree the wording for a sign to be placed on all bins.

Members considered a trial removal of bins in a specific locations on the estate but agreed to monitor the additional bin lifts during School Holidays solution first before considering this further as it would be difficult to measure impact of both solutions at the same time.

10. Closure

The meeting was closed at 8.15pm.

Councillor Miller
Chair