

Minutes of the meeting of the **Amenities Committee** held at the **Shire Hall** on **Wednesday 6<sup>th</sup> June 2026** at **7pm**.

## **Councillors:**

Present: Sharon Miller, Doreen Pegg, Simon Sadler, Catherine Walsh and Martin Wilks.

Apologies: David Adelson, Sue Bale, Ellie Beck and Robin Sanders.

In Attendance: Deputy Town Clerk (Mrs B J Lloyd) and 2 members of the public.

### **1. To elect the Chair of Committee for the Civic Year 2026/27.**

The Committee agreed to appoint Cllr. Sharon Miller as the Chair of the Amenities Committee for the 2026/27 Civic Year.

### **2. To elect the Deputy Chair of Committee for the Civic Year 2026/27.**

The Committee agreed to appoint Cllr. Martin Wilks as the Deputy Chair of the Amenities Committee for the 2026/27 Civic Year.

### **3. Apologies for Absence.**

Apologies for absence were approved for Cllr. David Adelson, Sue Bale, Ellie Beck and Robin Sanders.

### **4. Request for declarations of interest.**

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

### **5. Request for dispensations.**

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

### **6. Public Question Time.**

The Chair noted that Carol Steptoe and Claudia Myatt were in attendance. Public question time was postponed, and they were asked to speak at item 8 once standing orders were suspended.

**7. To agree and approve the Minutes of the meeting held on 6<sup>th</sup> May 2026.**

The minutes of the Amenities Committee meeting held 6<sup>th</sup> May 2026 were approved as a true record.

**8. To consider a proposal for Whisstock's Place from Carol Steptoe.**

The Chair suspended Standing Orders to hear from Carol Steptoe and Claudia Myatt regarding their art proposal for Whisstock's Place.

Members thanked Ms Steptoe and Ms Myer for their presentation. It was agreed that further investigation be undertaken and that a fully costed proposal, including more detailed designs, be presented to a future meeting of the Amenities Committee for consideration.

Standing orders were resumed.

Members noted the popularity of the communal space at Whisstock's Place and expressed concern that catering outlets had encroached upon the communal area and central seating. Members requested that Officers review the following:

- The amount of space hired to catering outlets, including the dimensions of the areas occupied.
- The hard barriers installed around the seating area.
- The location of the Bee Café and possible alternative locations within the area.

Members requested that the findings of the review be reported back to a future meeting of the Amenities Committee for consideration.

**9. To note the submission of the CIL Funding application to East Suffolk Council for Fen Meadow Play Area.**

Members noted the submission of the CIL Play Fund application and the proposal from Wildwood UK.

The Deputy Clerk expressed concern that several play equipment companies were unwilling to provide quotations for resurfacing the steps or slide area, due to the slide no longer complying with current play safety regulations. It was noted that the new steps would need to be installed 1.5 metres away from the slide to meet the required fall height standards. It was also noted that the structure beneath the slide would not meet current safety requirements.

Members noted these concerns and, whilst expressing a desire to retain the slide, considered that the overall safety issues were sufficient to support its removal as part of the wider renovation of the play area. Members voted to remove the side and steps.

**10. To receive an update from Cllr. Miller regarding the meeting with Woodbridge Tennis Club.**

Cllr Miller provided a verbal update regarding the tennis club meeting, noting that the Tennis Club believes the building could be utilised more effectively for both the Tennis Club, the Café and the community.

Following discussion, the committee agreed that the Deputy Clerk:

- Engage with the Tennis Club, Café and Town Council to establish their respective requirements for the building's future use.
- Explore options with an architect regarding a potential redesign of the internal layout.
- Explore funding options available

**11. To note the Tree Safety Inspection report provided by East Suffolk Services.**

Members noted the Tree Safety Inspection report and requested that the dead trees be left in Fen Meadow. (apart from the Tree of Heaven)

**12. To consider a draft project proposal received by East Suffolk Council.**

Members agreed to support the project. There were concerns raised over the ongoing updates and future sustainability of maintaining the app as it requires updates.

Cllr Catherine Walsh was named as the main contact for the Committee and members asked that that East Suffolk Council would work in partnership with Choose Woodbridge, Woodbridge Society and Woodbridge Town Council.

**13. To note the opening of the East Suffolk Council Thriving Places Investment Fund.**

Members noted the opening of the East Suffolk Council Thriving Places Investment Fund and asked the Deputy Clerk to ensure Choose Woodbridge and Transition Woodbridge were aware of the funding.

Members mandated officers to submit an Expressions of Interest for the following projects: Elmhurst Park Amphitheatre, Whisstock's Place art, and Farlingaye greening.

**14. To note issues raised by Cllr Simon Sadler regarding Thursday parking for Market Hill traders.**

Members asked Cllr Simon Sadler to take the item to the next Highways committee and asked for a two-pronged approach with Highways and East Suffolk Council.

Members asked the Deputy Town Clerk to follow up the Town council decision made to support the permanent removal of the parking on the Market Hill island.

**12. Closure**

The meeting was closed at 8.41pm.

Councillor Miller  
Chair