



Minutes of a Meeting of the Community & Leisure Services Committee
Held on Monday 7th September 2020 at 7:00 pm via Zoom

Attendance:

Councillor J De'Ath (Chairman)
Councillor A Appleby
Councillor M Anderson
Councillor J Borda
Councillor A Drummond
Philippa Winter

Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys
Councillor C O'Neill
Councillor Kevin Yarrow

Also Present: Debbie Baines – Town Clerk, Cathy Whitaker - RFO, Christy Argyroudi – Events Manager, Julie Ashton – Minute Assistant, 1 Member of the Press and 4 Members of the Public.

		Action by
C/20/09/1	<u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting and announced that proceedings are being recorded and to advise that all participants will be muted by the host of the meeting who will unmute the individual the Chairman has invited to speak.	
C/20/09/2	<u>APOLOGIES FOR ABSENCE</u> Apologies were received from Cllrs Fitzgerald and Kerby. Cllr Bowen was absent.	
C/20/09/3	<u>DECLARATION OF MEMBER'S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBERS DISPENSATION</u> None noted.	
C/20/09/4	<u>TO RECEIVE AND CONFIRM FOR ACCURACY THE MINUTES OF THE COMMUNITY AND LEISURE SERVICES COMMITTEE MEETING HELD ON MONDAY 3RD AUGUST 2020 AND ANY MATTERS ARISING</u> Members received the minutes of the Community and Leisure Services Committee meeting held on 3rd August 2020 and the following was agreed: <u>C/20/09/4.01 Resolved</u> That the minutes of the Community and Leisure Services Committee meeting held on 3rd August 2020 be adopted and signed as a true record by the Chairman of the Community and Leisure Services Committee.	

There were no matters arising.

C/20/09/5 PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS TO BE BROUGHT TO THEIR ATTENTION

A resident spoke to item 11 regarding lobbying for funds for pedestrian crossings.

A resident spoke to item 15 – regarding the reopening of the Pavilion at the Severals for Narcotics Anonymous meetings.

The Chairman proposed that item 15 be brought forward and the following was agreed

CL/20/09/5.01 Resolved
That item 15 be brought forward.

C/20/09/6 NTC VENUE BOOKINGS

The Events Manager presented a report on the revised guidance for the use of community buildings during the COVID-19 pandemic. The recommendations were discussed and the following was agreed:

CL/20/09/6.01 Recommendation
That the Recommendations in the report to resume taking bookings for events taking place 1st October onwards at NTC venues be approved, subject to following the revised guidelines.

C/20/09/7 TO RECEIVE THE ACCOUNTS FOR AUGUST 2020

The accounts for August 2020 were received and noted.

C/20/09/8 WEST SUFFOLK SLA

Philippa Winter advised that a credit to the SLA accounts would be requested in respect of watering of hanging baskets and maintaining St Marys church yard which had not been done during lockdown. Officers from West Suffolk had agreed to visit and view areas of concern in the town.

C/20/09/9 CEMETERY

Flint work on the Cemetery wall 2020/2021 – the recommendations in the report to use earmarked reserves for additional work for repairs to the wall this year were considered; the RFO would seek a quote for extra days for any necessary additional work.

A member of the Public left the meeting

Introduction of opening times – the recommendation in the report was discussed and was supported in principle. Town Clerk would seek quotes and get costs for all options.

C/20/09/10 MEMORIAL GARDENS

Play equipment quotes for launch pad of aerial slide – the quotes to replace the aerial slide launch pad were considered and the following was agreed:

CL/20/09/10.01 Recommendation

That the quote from Massey & Harris for £3,634 + VAT with an integral mound of raised earth be accepted.

Closure date for the public toilets – The closure date was considered and the following was agreed:

CL/20/09/10.02 Recommendation

That the public toilets be closed after the half term break and opened for the start of the Easter holiday 2021.

C/20/09/11 BILL TUTTE MEMORIAL

RFO advised that the damaged bollard was beyond repair and the cost of a new one will be £846+VAT. The company responsible for the damage would be requested to pay for the replacements. The following was agreed:

CL/20/09/11.01 Recommendation

That the damaged bollard be replaced at a cost of £836+VAT.

C/20/09/12 ADDITIONAL PEDESTRIAN CROSSING

Town Clerk advised that a response from SCC regarding costs was awaited. This item was deferred to the next meeting.

C/20/09/13 SEVERALS PAVILION

The recommendations in the ASB report were discussed and the following was agreed:

CL/20/09/13.01 Recommendation

That a working group be set up comprising of Cllrs De'Ath, O'Neill, Jefferys, Appleby and Yarrow with terms of reference to consider the recommendations in the ASB report and report back to the next meeting.

C/20/09/14 CLOCK TOWER PROJECT

It was noted that the project had stalled and Philippa Winter agreed to pick it up again and take it forward. Tenders for the planting scheme would be sought and the maintenance costs would be looked at.

C/20/09/15 CHRISTMAS LIGHTING AND INFRASTRUCTURE

Town Clerk advised that the Christmas lights would be delivered and installed on 4th/5th November 2020 with the switch on taking place on 20th November 2020.

Changing the colour of the lights at the Clock Tower were discussed and having the ability to change them without cost would be looked into.

A proposal to put lights with timers on the planters was considered and the following was agreed:

CL/20/09/15.01 Recommendation

That lights with timers be put on the planters.

C/20/09/16 WINTER FAIR

The Events Manager presented the report on the options for the NTC Christmas event and the following was agreed:

CL/20/09/16.01 Recommendation

That the recommendation to deliver the Christmas event with an ice-rink and huts be approved, subject to being able to carry forward the deposits if the event is cancelled due to COVID-19.

C/20/09/17 CORRESPONDENCE

Request to hold a Family Band Day May 2021 at the Severals was considered and the following was agreed:

CL/20/09/17.01 Recommendation

**That the request to hold a Family Band Day in May 2021 be accepted.
Dates to be agreed with the Jockey Club Estates.**

Request from the Cricket Club to use the Pavilion and Severals would be considered when the dates are known.

C/20/09/18 DATE OF NEXT MEETING

Monday 5th October 2020 via Zoom.

C/20/09/19 ITEMS FOR NEXT AGENDA

- Cemetery opening times
- Pavilion ASB recommendation
- Pedestrian Crossings
- Clock Tower Project
- Request from the Cricket Club to use the Pavilion
- A History Trail
- Fire alarms at the Memorial Hall

A proposal was made to revisit item 15 to consider adding lights to the planters and the following was agreed:

CL/20/09/19.01 Resolved

That item 15 be revisited.

Meeting closed at 8.25pm

Signed By the Chairman

Date: 02/10/2020

