

Assets and Services Committee

To members of the Assets and Services Committee: You are hereby summoned to attend a meeting on **Wednesday 20th September 2023 at 10.30am in the Council Chambers, upstairs (please contact the Clerk's Office for access arrangements), London Rd, Halesworth.**
Members of the public and the Press may attend the meeting.



Phillippa Welby
Assistant Town Clerk

AGENDA

1. **Apologies:**
2. **Declarations of interest:**
3. **Minutes:** To review the Assets and Services Committee minutes of the meeting held on the 19th July 2023.
4. **Matters arising from the minutes:**
5. **Work plan 2023:** Monthly review & alignment with 4-year plan (attached)
6. **Budget –** To set budget requirements for 2024/25
7. **Community Hub:**
 - Working Group feedback incl. project management needs / costs
 - General update incl. SCC & Rifle Hall communications & meetings
8. **Suffolk Markets:**
 - Update on UKSP funding bid & related finance proposals and next steps
9. **London Rd Building: Clerks Update on:-**
 - a) **Internal improvements: Updates**
 - building works award
 - b) **External improvements**
 - window repairs
10. **Asset Transfer:** Clerk's update.
11. **Allotment Management & Allotment Fencing:**
 - **Clerk's update on Saxons Way allotment fencing**
 - **Proposed review of allotment management**
12. **Memorial Gardens**
 - Damage to steps
 - Formal thanks re. pre-800 event maintenance
13. **Litter bins:**
 - Dog waste bin request (Norwich Road) Update
14. **Communications/News:**
15. **Next meeting:**