

## **Assets and Services Committee**

**Wednesday 14<sup>th</sup> December 2.30pm**  
**Day Centre, London Rd, Halesworth**

### **Minutes**

**Present:** Councillors;

Peter Dutton, Keith Greenberg (Chair), Anne Fleming, Joyce Moseley, Rosemary Lewis, Dave Wollweber.

**In Attendance:** Nick Rees (Town Clerk)

1. **Apologies:** None
2. **Declarations of interest:** None
3. **Minutes:** The minutes of the Assets and Services Committee held on the 9<sup>th</sup> November, 2022 was accepted as a true record.
4. **Matters arising from the minutes:** The Clerk reported that due to the additional requests attached to the resolution agreeing to the transfer of assets, the transfer had been removed from ESC's cabinet meeting in January. ESC's surveyors first needed to cost up the implications of HTC's requests so it was likely that it would be delayed until February or March.
5. **To review the following documents:-**
  - a) **Terms of Reference;** A&S and Community Hub/LRB. It was agreed that the format of the A&S Terms of Reference should be used for the other committees and this recommendation would be taken to the full Council. It was **RESOLVED** that the Committee approved the Terms of Reference for the Assets and Services Committee.
  - b) **Strategic and Action Plan:** It was agreed that Allotments would stay with the A&S Committee and clarification that the 'Market' related to the development of the market rather than the Market Place which was owned by SCC Highways. It was noted that VAS was used for traffic calming purposes and the data it produced was of very limited use. Whether other systems that record number plates and produce warning letters could be used would be brought up at the next Police meeting.
6. **Budget:** The Committee reviewed and noted the suggested budget figures - there were no amendments.
7. **Community Hub and London Rd Working Group:** It was noted that Cllr Forster had resigned from this group and also from the A&S Committee. The Chair had prepared a statement correcting Cllr Forster's comments regarding the Community Hub. However, it was noted that the minutes of the

extraordinary meeting would confirm that the Community Hub project was not reliant on the transfer of assets.

The Chair gave an update on the 'expression of interest' for the Community Hub consultation and confirmed that all three companies had completed the first stage in the selection process.

It was noted that the Clerk had already received a competitive quote for replacing the windows in the London Rd Building, two more quotes were expected shortly.

8. **Public Toilets:** The Clerk would chase Southwold Council again for information on how it managed the public toilets for which it is responsible.

~~8. The Clerk provided information he had collated on ready-built toilets and would undertake further research, including related specifications covering disabled access options. again.~~

9. **CCTV:** To review the revised quotation and to consider approving the installation of the CCTV camera in the Park. It was **RESOLVED** that the Committee agreed the cost of £1,791.20 + vat for a single camera in the Park just covering the entrance but the system would be designed so that it was capable of taking more cameras in the future.

10. **VAS:** Update and options. The Committee noted that the Clerk had received three quotations for one VAS (Vehicle activated speed sign) with additional solar panels to enable the equipment to be moved from one post to another. It was **RESOLVED** that the Committee approved the purchase of the VAS with additional solar panels and agreed that the design of the VAS from Solagen would be preferable.

11. **Communications/News:** The purchase of the VAS equipment and CCTV

12. **Next meeting.** It was noted that the Committee meetings in future would be on the third Wednesday at 2.30pm.