

LEISURE & ENVIRONMENT COMMITTEE

**Wednesday 8th March, 2023 at 6.30pm held in the Council Chambers,
London Rd, Halesworth**

Present: Councillors; J Moseley (Chair), A Dunning, K Greenberg, R Kellett, R. Lewis

In Attendance: Lisa Simmonds, Ben Walters, Laura Hack (ESC), Richard Hackney (Norse) and P Welby (Assistant Town Clerk)

Minutes

1. Apologies – Gini Williams

2. Declarations of Interest - None

3. Laura Hack – Lead Officer for ESC tree strategy and Richard Hackney –

Operations Manager Norse. LH took the Committee through the developing tree strategy for ESC. There are two tree inspectors one for the north and one for the south of the district. ESC are trialling water bags at Felixstowe to keep new trees watered.

RK asked about trees with TPOs and whether the data is available online. LH will check and pass information on.

Part of ESC's policy is for every tree they remove, three have to be planted in its place.

LH to send copy of tree strategy presentation to Clerk.

RK, LS and JM to draft a tree strategy for Halesworth using the ESC one as guidance.

4. Minutes of the Previous Meeting – The minutes of the meeting of the 8th February 2023 were agreed with the addition of 'to be considered in the CIL List'.

5. Matters arising from the minutes -

- A. The terms of reference for this Committee were approved at full Council. Clerk to send clean copy to each Committee member.
- B. JM met with Poppy Lovell (CAS) and Sam Kenwood (ESC) to discuss the next Food.Skate.Ball event at the Skate Park on 2 June. BW has started a Google Form survey for this event. This should provide more details of what users would like to see in the Skate Park.
- C. JM has the details of the consultants that Felixstowe/Leiston used for their park masterplan. Sam Kenwood will provide the brief they used. JM will apply under the Shared Prosperity fund.
- D. Clerk to send MUGA quotes to Sam Kenward.
- E. RK has ordered the replacement tree plaques for those missing or damaged. The replacement Jubilee oak has been planted in the park.

6. Open Spaces – All trees have now been planted. Some moved in accordance with residents' requests.

Clerk is still waiting for a quote to install benches. Will look at other contractors. Woolnough and Norse were suggested.

7. Climate Convention – RK gave an update on the Climate Convention. The date has been set for the 29th September to the 1st October 2023. She will set up a meeting with AD as the Green County Councillor for her input.

When a 'save the date' image has been designed the Clerk can add it to the Council's event calendar.

8. Marketing/Events Coordinator – JM presented a report in proposals for marketing the town to attract more visitors and to coordinate and market events. It was proposed by JM that the money identified in the budget (£25000 per year for two years) can be used to advertise for and contract a suitably qualified person to become the Marketing & Events Coordinator for Halesworth. This was seconded by KG. All agreed. This proposal will now go forward to Finance committee.

A brief for the role will be drawn up.

Further work is needed on the technical side of creating a town website. Money is available from ESTI (East Suffolk Towns Initiative) with Jo Chapman supporting the work.

BW to offer technical assistance if and when needed.

9. Action Plan – The Committee went through the action plan:

Play equipment – to be on the agenda for July.

Skatepark – to include AD initials.

Sport provision – to report on this in May.

Wayfinding – There will be an information film on this in the library on the screen.

AD, JM, Highways engineers and Peter McGrail (consultant) will be conducting a walkabout to decide on sign positions.

10. News Items - None

11. Correspondence – Rachel is meeting Jen Berry's family to discuss the memorial bench.

12. Date of Next Meeting – 12th April 2023