

# Halesworth Town Council

Assistant Town Clerk: Phillippa Welby  
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## Assets and Services Committee

**Wednesday 18<sup>th</sup> October 2023 at 10.30am**  
**Chambers, London Rd, Halesworth**

### Minutes

**Present:** Councillors; David Fosdike, Keith Greenberg (Chair), Joyce Moseley, Maureen Took.

**In Attendance:** Phillippa Welby (Assistant Town Clerk), 0 members of the public.

**1. Apologies:** None.

**2. Declarations of interest:** None.

**3. Minutes:** The minutes of the meeting held on the 20<sup>th</sup> September 2023 were agreed and signed.

**4. Budget:** - The first draft of the budget was approved by the Committee with the change to £9000 in the War Memorial line and £25000 in the resurfacing line.

**5. Community Hub:** - The working group now comprising of representatives from the Rifle Hall, SCC under 5's provision, UCL and Town Cllrs and an ESC officer met on the 17<sup>th</sup> October. It was a positive discussion with a clear partnership emerging. The next meeting is on the 20<sup>th</sup> November.

**6. CCTV** – The extra camera proposed for the Market Place to alleviate the current dark spot was proposed and agreed. Clerk to contact BSA.

**7. Market:** - There are now 12 stalls at the market. Suffolk Markets will begin management of the market in the spring.

**8. London Rd Building:** Clerks Update on: -

a) Internal improvements: - Cllr Greenberg and the Clerk met the contractor for the internal works on site. It is hoped she can start in mid November.

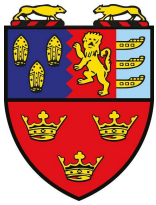
b) External improvements – On the basis of the 2016 structural report and the recent deterioration in the flat roof resulting in this part of the building now being off limits, it was decided the best course of action would be to recommend demolition of the single storey part of the building. This will be taken to full Council in November.

c) Potential use of garage – Cllr Greenberg to meet with a representative of the Men's Shed on site.

**9. Asset Transfer:** Teams progress call booked for the 8<sup>th</sup> November with Birketts.

**10. Allotment Management & Allotment Fencing:** - The fencing on the west side of the Saxons Way site has been completed. The request for the Scribe allotment package was agreed.

**11. Memorial Gardens** – Clerk to contact Spencer Wix for a quote to redesign and fix base of the memorial to stop any further deterioration.



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**12. Work plan 2023:** Clerk to add to work plan.

**13. Litter bins:** - Clerk to write to Edgar Sewter regarding the litter bin. It was decided that Cutlers Hill was now either private property belong to Weston homes or NHS. It would not be appropriate for the Council to fund a litter bin here.

**14. Communications/News** None.

**15. Next meeting: Wednesday 15<sup>th</sup> November 2023**