

**Wednesday 26<sup>th</sup> September, 2023 at 6.30pm held in the Council Chambers,  
London Rd, Halesworth**

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

**In Attendance:** Revd. Gini Williams, Ben Walters, Philippa Salvoni (Marketing Coordinator) and P Welby (Assistant Town Clerk)

1 member of the public

### **Minutes**

- 1. Apologies** – Apologies accepted from Lisa Simmonds
- 2. Declarations of Interest** – Cllr Dunning for 9 as a Suffolk County Councillor.
- 3. Minutes of the Previous Meeting** – The minutes of the meeting of the 12<sup>th</sup> July 2023 were approved with the amendment to number 4 ‘Jen Berry’s relatives.’
- 4. Matters arising from the minutes** – Cllr Kellett asked that the Town Council fund the bench for Jen Berry. It was agreed to take this to full Council with a request for the money.  
Cllr Greenberg had received an updated plan for the proposed play space on the Chediston Street Development with the correct measurement of the zipwire on.
- 5. Marketing Coordinator** – Philippa Salvoni took the Committee through the work plan she has written for the next 6 months. Budgets were allocated to individual items.  
**Cllr Greenberg proposed that the Committee accept the work plan and allow £4500 as the budget for this.** This was seconded by Cllr Kellett. Agreed.
- 6. Action Plan** – A revised committee action plan was presented with items corresponding to the items in the council’s 4-year plan for which L&E are responsible. The clerk will be responsible for updating the plan following each committee. This will feed into a proposed Council monitoring and reporting system. Plans to be aligned better with budgets. **Action for the whole Committee: To look at the Action Plan and complete the Actions needed column. Number 6 requires more discussion and committee members to bring back ideas to the January’s meeting.**
- 7. Budget 2024/5** – Cllrs Greenberg and Moseley will propose a draft budget for consideration at the next meeting prior to forwarding to Finance Committee in November. This will be circulated prior to the meeting.

Draft Minutes until signed

Signature of Chair \_\_\_\_\_ date \_\_\_\_\_

**Action for the whole committee: To look at the proposed budget and prepare feedback for October's meeting.**

- 8. Marketing Stakeholder Work Group** – Covered under number 5. Notes of meetings noted.
- 9. Tree Planting** – The license application is still being processed by Suffolk County Council.
- 10. Climate Convention** – Cllr Kellett gave an update on the organisation of the convention. The Q&A panel on Friday 29<sup>th</sup> September will be livestreamed for those who cannot attend.
- 11. Skate Park/MUGA:**
  - Skatepark** – Food Skate Ball report received. Meeting with ESC officers to be arranged to take plans forward
  - MUGA** – The Football Association funding requires the space to be used commercially. A meeting with the FA still to go ahead to see if any funding is possible. It was requested the Clerk look into replacing the net on the basketball hoop.
- 12. Update on Wayfinding Steering Group** – This now falls under Planning & Highways.
- 13. News Items** – Philippa Salvoni will publicise the Climate Conference.
- 14. Correspondence** – None.
- 15. Date of Next Meeting – 31<sup>st</sup> October 2023**

Draft Minutes until signed

Signature of Chair\_\_\_\_\_ date\_\_\_\_\_