

Halesworth Town Council

Deputy Town Clerk: Phillippa Welby
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Assets and Services Committee

Wednesday 17th January 2024 at 10.30am
Chambers, London Rd, Halesworth

Minutes

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

In Attendance: Phillippa Welby (Deputy Town Clerk).

1. Apologies: None.

2. Declarations of interest: Cllr Greenberg asked that his role as Museum trustee be noted.

3. Minutes: The minutes of the meeting held on the 15th November 2023 were agreed and signed.

4. Market – East Suffolk Council have suggested applying through the Town Centre Development programme for a grant towards gazebos for market traders to encourage them to attend in poor weather. This supports the Council's commit to the economic development contained within the Council's four year plan. Cllr Greenberg and Jenny Jenkins (Finance and Admin Officer HTC) will submit a grant application for five gazebos with HTC putting £200 towards to cost. The Committee agreed that the gazebos would be loaned to stall holders with an appropriate agreement drawn up to cover use, loss and damage.

The Deputy Clerk reported that one of the stall holders had suggested that the market rent be reduced in January, February and March in order to encourage stall holders to attend in the quieter months. The Committee agreed that January and February would be appropriate but that Jenny Jenkins would first canvass opinion of those stalls not attending to see if this would encourage any more to attend before the Council introduced the reduction.

The collaboration with Suffolk Markets would be reviewed next month.

5. London Rd Building: Clerks Update:

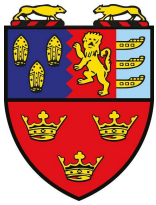
a) Internal improvements: - The original Clerks office will be refurbished from week beginning 22nd January.

b) External improvements – window repairs are still scheduled for Spring. The Deputy Clerk reported that ESSL had agreed to fit a Yale style lock on the side door.

6. Asset Transfer: The ESC responses to the queries from HTC's solicitors Birketts were disappointing. This is only delaying the transfer. Cllr Greenberg is meeting with the Clerk to discuss actions.

7. Allotments: - Review scheduled for next month.

8. Memorial Gardens – It was agreed that the Council would fund the installation of drainage around the war memorial and the rebuilding of the steps to repair the compromised foundations. It was agreed to put the railings and associated ironwork on hold for now. The hard surface of the memorial garden will be addressed next year.



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9. White Bridge – HTC are still waiting for an update from SCC. The Deputy Clerk made Cllrs aware of the bridge along footpath 12 that had moved in the recent high water. She had reported it to SCC. SCC had closed the footpath.

10. Museum Building – Cllr Greenberg has spoken to the Transport Manager at Transport UK and has arranged a site meeting for the 20th February.

11. Work plan 2024: The Market Place camera has been installed. The plaque and handle for the pump in the Market Place are still outstanding. The Deputy Clerk had discussed the addition of a name to the war memorial with the stonemason and due to the current design, this was not a straightforward job.

12. Communications/News: None.

13. Next meeting: Wednesday 21st February 2024