

# Halesworth Town Council

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

Wednesday 17<sup>th</sup> April 2024 at 10.30am  
Chambers, London Rd, Halesworth

### Minutes

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

**In Attendance:** Phillippa Welby (Deputy Town Clerk).

**1. Apologies:** Cllr Hedges

**2. Declarations of interest:** Cllr Took for item 7. Cllr Greenberg for item 10 as a trustee for the museum.

**3. Minutes:** The minutes of the Assets and Services Committee from the meeting held on the 20<sup>th</sup> March 2024 were agreed and signed.

**4. Asset Transfer:** The asbestos survey from East Suffolk on the London Road building is incomplete. Clerk to contact to ask for remaining parts of the building to be covered and to check that the transfer is still on course for the end of June.

**5. Community Hub** – the deadline for the revised tender is 22<sup>nd</sup> April. The panel will meet to discuss on the 25<sup>th</sup> April.

**6. Market** – Suffolk Market Events have begun to promote the Wednesday market using banners, flyers and a new Facebook group. They are encouraging traders to park away from their stalls to enhance the look of the market. There will be a review in May by SME. Still waiting for the gazebos to arrive.

**7. Day Centre** – Two new trustees have been appointed to the Day Centre Committee as Council appointed trustees – David Lines and Gareth Pattison. A meeting of the trustees is to be arranged.

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

a) The windows have been started. Blinds to be fitted tomorrow.

Clerk to arrange a meeting for all Cllrs in July as a discussion group around the future of the LRB and new Community Hub.

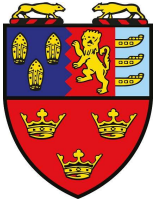
**9. Allotments** – The large overgrown plot on the Bedingfield site has now been rented. Clerk's office waiting for a price to clear the 2 smaller plots.

**10. Museum Building** – Cllr Greenberg met with a representative of Transport UK and their surveyor at the museum. Now waiting for agreement on proposals as to who's responsible for what maintenance.

**11. Work plan 2024:** Circulated and will be updated before the next meeting.

Draft Until Signed  
Signature of Chair \_\_\_\_\_

date \_\_\_\_\_



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**12. Communications/News:** The Deputy Clerk had received a reply regarding the War Memorial and it was agreed to invite the resident to the next meeting of this committee.

Memorial Garden/Arboretum Shelter – The damage has been reported to ESC. Cllr Moseley suggested the redecoration of the shelters as a possible youth project for the summer. She will speak to Sam Kenward at ESC. Clerk also to contact Spencer Wix regarding remedial work on the War Memorial.

**13. Next meeting: Wednesday 15<sup>th</sup> May 2024**