

# Halesworth Town Council

Deputy Town Clerk: Phillipa Welby  
E: [enquiries@halesworthtowncouncil.gov.uk](mailto:enquiries@halesworthtowncouncil.gov.uk)  
P: 01986 874517

## Assets and Services Committee

Wednesday 20<sup>th</sup> November 2024 at 10.30am  
Chambers, London Rd, Halesworth

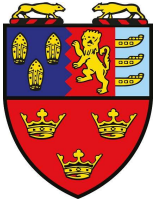
### Minutes

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

**In Attendance:** Phillipa Welby (Deputy Town Clerk) Annabel Skinner (Admin)

- 1. Apologies** – Cllr Sibanda
- 2. Declarations of interest:** Cllr Greenberg – item 9 as a Museum Trustee.
- 3. Minutes:** The minutes of the meeting held on the 16<sup>th</sup> November 2024 were agreed and signed. The agreed work at the Swan Lane play park (£3579.76) will start next week weather depending.
- 4. Budget** – work in progress with the Clerk.
- 5. Asset Transfer** – The Clerk (David Lines) met with Chris Bally (Chief Executive ESC) to discuss the asset transfer delays. It was agreed that funding to help strengthen the bridge in the Park to allow for access to the MUGA and Skatepark would be available as part of the transfer. A face to face meeting between ESC Councillors and HTC was requested.
- 6. HTC Play Area** – The tube slide in the Jane Kircher play area needs remedial work on the wooden parts. The price quoted from HAGS (original supplier) is £8736 plus VAT. The committee agreed to fund this repair. Clerk to ask HAGS for a site meeting to discuss a rolling repair schedule for other pieces of equipment.
- 7. Community Hub** – The working group is waiting on cost estimates for the feasibility study from CMS Co-op. Clerk to email to check progress.
- 8. Market** – Still between 8 and 10 stalls attending. Meeting to be arranged between Kelly Parker (marketing coordinator), and Jenny Jenkins (finance & admin) to discuss the future promotion of the Wednesday Market.

The Christmas Market is at capacity and the office is now turning away stalls.



# Halesworth Town Council

Deputy Town Clerk: Phillipa Welby  
E: [enquiries@halesworthtowncouncil.gov.uk](mailto:enquiries@halesworthtowncouncil.gov.uk)  
P: 01986 874517

**9. Museum Building** – Clerk to follow up with Transport UK. Also to send the assistant/caseworker of Adrian Ramsay MP copies of any correspondence.

**10. War Memorial** – Waiting for a quote for the remedial work needed for the drainage.

The committee discussed the findings of the resident regarding the missing RAF serviceman and the heritage officer at ESC.

It was agreed to add his name to the memorial, subject to listed building consent and funding.

The Clerk will advertise the addition to see if any more information can be ascertained as to why he was not included. She will also apply for listed building consent from ESC.

**11. Work Plan** – Noted.

**12. Date of next meeting** – 15<sup>th</sup> January 2024