

MINUTES OF THE AMENITIES AND OPERATIONS COMMITTEE MEETING HELD ON

MONDAY 6th SEPTEMBER 2021 AT 7.00pm

FENLAND ROOM, THE PAVILION, RECREATION WAY, MILDENHALL, IP28 7HG

Present:

- Cllr. Leaman (Chair)
- Clr. Bristow (Vice-Chair)
- Cllr. Alecock
- Cllr. Bowman
- Cllr. Brotchie
- Cllr. Busuttil
- Cllr. Shipp
- Cllr. Sulman

In attendance: Mr M Knight (Town Manager).

The Chair proposed that item 5.8 be discussed immediately after item 5.4 due to their connection. All were in favour.

1. APOLOGIES AND ACCEPTANCE FOR ABSENCE

Apologies were received and accepted from Cllr. Bloodworth for family reasons.

Cllr. Roman currently has a dispensation granted by the Full Council for reasons of ill-health.

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

- Cllr. Alecock – West Suffolk District Council.
- Cllr. Shipp – West Suffolk District Council.
- Cllr. Busuttil – item 5.8 concerning hire charges.

Signed:

Date:

Cllr. Shipp – item 5.5 regarding allotment hire charges.

3. TO RECEIVE APPROVAL OF MINUTES OF THE MEETING HELD ON 28th JUNE 2021 FROM THOSE MEMBERS PRESENT AT THE MEETING

It was **RESOLVED** to adopt the minutes with some grammatical changes. Questions were also asked about the Community Work Day in conjunction with RAF Mildenhall which needed a set date. Proposed by Cllr. Leaman and seconded by Cllr. Alecock. All in favour.

4. PUBLIC PARTICIPATION

No members of the public were in attendance.

5. GENERAL MATTERS

5.1 Update from the Town Manager regarding Action Sheet

The updated action sheet was discussed. The Town Manager gave an update regarding the grass cutting contract which was running well and would run up until the end of October. It was **AGREED** that the item would be placed on the agenda for the November meeting of this committee for review. It was further **AGREED** that the contractor should be contacted to impress on them the importance and potential cost of leaving the gate open.

The solar panel cleaning was also discussed and it was **AGREED** that a paper should be produced to show the cost benefit of the income generated set against the cost of the cleaning. This to be presented to the November meeting of this committee.

Questions were also asked about the installation of electric charging points. It was reported that Suffolk County Council had not yet returned for the survey which would determine if the Jubilee Centre site was suitable.

Questions were also asked about the condition of some play equipment and the point at which the pieces would be too dangerous to use. Neither of which were yet in that condition.

5.2 To receive the three quotes for the replacement play equipment

The quotes and comparison document were discussed and it was **RESOLVED** to appoint Wicksteed to replace the two larger pieces of play equipment with a Swirl Wheelchair Accessible Roundabout and a Simba Multi-Unit at a total cost of £17,901.33 (exc. VAT).

It was further **RESOLVED** to appoint HAGS to refurbish the Balance Beam at a cost of £800 (exc. VAT).

Proposed by Cllr. Bowman, seconded by Cllr. Bristow. All in favour.

5.3 To receive the Speed Awareness Monitor statistics and calendar

The report and document were discussed. The sites of the cameras were also discussed, and it was **AGREED** that Suffolk County Highways should be contacted to resite the post on Field Road which has been installed on the wrong side of the road. But that in the meantime both cameras to be installed on the same side of the road.

Regarding the data it was **AGREED** that the report should be focussed on the total number and percentages of cars which are speeding over the 30mph limit. Focus should not be on the time of day or total number of cars. This to be represented at the next meeting of this committee.

It was also reported that the camera on Queensway needs to be moved as it was unlikely that it was producing any actionable data. The Town Manager would analyse the data when it is available and share to see if this is the case, but that the position is intuitively wrong and needs to be further out of the town to be more effective, certainly before the Zebra Crossing.

5.4 To discuss the report regarding facilities hire charges for 2022/3

The Town Manager presented the paper, which included all current hire charges. It was **AGREED** that some support should be given to community groups who are also trying to get back on their feet. It was also thought that the charges were both confusing and generally too high.

It was **AGREED** to **RECOMMEND** to the Full Council that the Fenland Room be reduced to £14 an hour and the Breckland Room reduced to £10 an hour. The four-hour rate on the Fenland to then be £50.

It was further **AGREED** to **RECOMMEND** to the Full Council that these fees should then be frozen for the 2022/3 financial year. Proposed by Cllr. Leaman, seconded by Cllr. Alecock, all in favour.

It was then **RECOMMENDED** to the Full Council that a 50% reduction in all charges should be put in place from 1st October 2021 to 31st March 2022. These to apply to the buildings and not the field. The Town Manager also not to have any powers to grant special deals for any groups. Proposed by Cllr. Leaman, seconded by Cllr. Alecock, all in favour.

It was **AGREED** that a cost comparison should also be made for other similar facilities in the immediate area to see what the market is providing and charging in this regard, this to be done by the new Projects Officer.

5.8 To discuss the capacity report for the Jubilee Centre

The report was discussed and it was **AGREED** that a comparison should be made to a similar period before the March 2020 lock down, to be presented in a table format. The Town Manager to action and present to the next meeting of this committee This to include all Council meetings.

5.5 To review the allotment hire charges and rules for 2021/2

The charges were discussed. It was **AGREED** to **RECOMMEND** to the Full Town Council that the full plots on both sites be increased by £2 per plot and the half plots increased by £1 per plot. Proposed by Cllr. Alecock, seconded by Cllr. Busuttil, all in favour.

It was also **AGREED** that plots should be split into half plots to allow the waiting list to be reduced as soon as possible.

5.6 To receive and discuss the report concerning bin provision and collection in the Town

It was **AGREED** that the Town Manager and any interested Councillor to take part in a walk around the existing bins with the officer from West Suffolk Council to speak about the logistics in the placement and emptying of bins and to report back to the next meeting of this Council in good time for the budget setting process if there are to be any financial implications.

5.7 To discuss the report concerning streetlights maintenance

It was **AGREED** to represent this report to the next meeting of this committee after a price has been received from Suffolk County Council regarding a mass replacement of LED lights in the area. It was also requested that a progress report on the annual clean and visual inspection from the current contractor is obtained.

6. GENERAL MATTERS (CLEANER, GREENER, SAFER GROUP)

6.1 To discuss any matters pertinent to the War Memorial

There were no matters raised at this point.

6.2 To receive the Ecology Survey for the Kingsway Closed Cemetery

The document was discussed and it was also reported that two recommendations would be considered by the Establishment and Policy Committee on the 16th September 2021 along with several policy documents. But that it should be the **RECOMMENDATION** of this committee that the two recommendations in this report be actioned as soon as possible.

6.3 To receive the Energy Audit for the Council

The document was discussed and **NOTED**. It was also thought to be a good idea to have one report done every year so comparable data could be obtained as the high energy uses could very well have been because of the Vaccine Centre being in operation since the New Year.

7. EXCHANGE OF INFORMATION

Cllr. Bristow reported that the Mildenhall Messenger had not yet been delivered. The Town Manager promised to chase Royal Mail as the delivery date was scheduled as 31st August to 3rd September 2021.

8. TO SET THE DATE AND TIME OF THE NEXT MEETING

This next meeting was confirmed as being on Monday 8th November 2021 at 7pm in the Fenland Room of The Pavilion.

The meeting then closed at 8.51pm.