

MINUTES OF THE AMENITIES AND OPERATIONS COMMITTEE MEETING HELD ON

MONDAY 4th NOVEMBER 2024 AT 7.00pm

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

Present:

Cllr. Bristow (Chair)
Cllr. Harrington
Cllr. Isted
Cllr. Johnson
Cllr. Leaman (Vice-Chair)
Cllr. Manns
Cllr. Shipp

In attendance: Mr. M Knight (Town Manager) and one (1) member of the public.

1. APOLOGIES AND ACCEPTANCE FOR ABSENCE

Apologies were received and accepted from Cllrs. Peachey and Roberts.

2. DECLARATIONS OF INTERESTS AND DISPENSATIONS

Cllr. Shipp – West Suffolk Council and item 5.2 pertaining to the allotments.

Cllr. Bloodworth has a three month dispensation not to attend meetings which runs until 24th January 2025.

3. TO RECEIVE APPROVAL OF MINUTES OF THE MEETING HELD ON 2nd SEPTEMBER 2024 FROM THOSE MEMBERS PRESENT AT THE MEETING

It was **RESOLVED** to adopt the minutes with two grammatical changes. Proposed by Cllr. Johnson and seconded by Cllr. Manns. All in favour.

Signed:

Date:

4. PUBLIC PARTICIPATION

A representative from the Men’s Shed exhibited a model Bug Hotel which this committee had requested. The representative was thanked for the excellent quality of the work and ordered ten of the units to be put up around several Council sites.

5. GENERAL MATTERS

5.1 Update from Town Manager regarding Action Sheet

The document was **NOTED**. It was **AGREED** to add the Bug Hotels and potentially Bird and Bat boxes to the Action Sheet with a purchase price of £5 each as a future project.

5.2 Update on work at the Riverside Allotments

The Town Manager presented the report which gave updates on inspections, fence repair, noticeboards, viability of the borehole and pump system, safety work at the electric box at Riverside site, solar power panels for Riverside site and regular electrical servicing, all of which were in progress and would be complete by the next meeting of this committee.

It was proposed that the inspections only take place three times year in April before the growing season begins, in July and in September before invoices and renewals take place in October, inspections to be with one Councillor and one member of staff; second to this proposal was a request to number all sites at the expense of the Council.

Proposed by Cllr. Leaman, seconded by Cllr. Harrington, all in favour.

5.3 To consider a report on weed spraying in the town

The report was considered and it was thought that the administration and staffing burden on the Council to target the whole of the town would be too much. It was proposed that a member of staff is trained to carry the appropriate spraying licences and that areas such as the Market Cross, Marketplace and Precinct could be targeted if capacity allows.

Such actions to be added to the action sheet and advertised widely when they occur so residents know who is taking the time and trouble to keep the town clean and tidy.

Proposed by Cllr. Shipp, seconded by Cllr. Harrington, all in favour.

6. FINANCE MATTERS

6.1 To discuss and recommend to the Establishment and Policy Committee the draft budget for this committee.

It was **AGREED** to **RECOMMEND** the budget for this committee to the Establishment and Policy Committee with no changes. This represented total expenditure of £89,450, also included in this recommendation is for £3,000 towards a capital reserve for a Lighting Rig in the Jubilee Centre and £5,000 towards a capital reserve for IT replacements and upgrades. Total recommendation £97,450. Proposed by Cllr. Shipp, seconded by Cllr. Harrington, all in favour.

7. EXCHANGE OF INFORMATION

Cllr. Leaman asked if the Terms of Reference for the now disbanded Communications and Events Committee would now be reviewed. The Town Manager confirmed that the disbanding process and reallocation of work would be discussed and agreed at the Full Town Council meeting of the 28th November 2024.

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

This next meeting of this committee was confirmed at Monday 3rd February 2024 at 7pm in the Fenland Room of The Pavilion.

The meeting then closed at 7.38pm.