



#### **569. TOWN HALL REPORT**

Committee received a report on the Town Hall with updates regarding the plasterwork required in two of the first floor offices and the monitoring of gas usage.

**It was RESOLVED that the Town Hall Update Report be noted.**

#### **570. FELIXSTOWE WAR MEMORIAL CONDITION SURVEY UPDATE**

The Deputy Town Clerk updated members on the grants process from the War Memorial Trust, where there is currently a long waiting time. This will be monitored and committee will be updated.

**It was RESOLVED that the Felixstowe War Memorial Condition Survey Update Report be noted.**

#### **571. CEMETERY UPDATE REPORT**

Committee received photographs of the replacement store beside the Cemetery office, and some members had already visited the cemetery and seen this new addition. Members were pleased with the extra space that it provided, and how the shelter tidied up the area beside the office.

Committee viewed brass leaves from a new supplier for the Memorial tree, a new method of not lacquering and applying 'Brasso' regularly would be trialled to see if the brass weathered better than the existing leaves had done. Members enquired as to why the price of the leaves were so high and would like to see this and also administration charges for items such as memorials and additional inscriptions reduced. Prices are reviewed by this committee in September and normally increased across the range of Cemetery services and compared with prices charged by other local cemeteries.

Committee viewed photographs of the existing toilet facilities at the Cemetery, and agreed that they were in need of renovation. Members discussed having a unisex toilet which also catered for the disabled. It was requested that quotes be sought to replace the electric heaters, provide soap dispensers, paint the interior and exterior, fix the window and put in vents to the doors to aid circulation, also for a new floor and sanitary ware. Some of this work may be able to be done in-house. Quotes and a report will be brought to committee in June. Once renovated, members requested that a cleaning and inspection system be put into place.

The Deputy Town Clerk gave a verbal update on the new BACAS system.

**It was RESOLVED that:**

- i. the Cemetery report be noted;**

- ii. **a report including quotes be brought to Committee with options to refurbish the toilet facilities at the Cemetery.**

#### **572. ALLOTMENTS UPDATE REPORT**

Committee received the update report on the Town Council's Allotments, current vacancy information and an update on the high water bills at Cowpasture. Members noted that weekly readings of the water meters on all allotment sites were being taken to see if weather was a major factor in the high bills.

Committee were pleased to note the removal of the mound at the Railway Hill Allotments was progressing well, and the cost was not as high as initially expected.

A member notified the Deputy Town Clerk that a fence was missing a wire between the concrete posts along the border with the bungalows on Taunton Road. This will be investigated.

**RESOLVED that**

- i. **the Allotments Update Report be noted; and,**
- ii. **The missing fence at Taunton Road Allotments be investigated.**

#### **573. PEEWIT HILL UPDATE REPORT**

Committee received a report on Peewit Hill and found the action plan to treat Japanese Knotweed very informative.

The Deputy Town Clerk will provide an update at the end of the spraying/injecting season which runs from the end of March until the end of October.

**It was RESOLVED that the update report on Peewit Hill be noted**

#### **574. ASSET REGISTER REVIEW**

Committee reviewed the Asset Register and noted the additions and deletions of assets had been made during the year 2018/19.

The total of fixed assets for the annual return on 31st March 2019 was noted as £56,516.97, resulting in a £5,728 net increase in fixed assets value between 31<sup>st</sup> March 2018 and 31<sup>st</sup> March 2019.

**It was RESOLVED that the Asset Register be approved and recommended to Annual Council for adoption as presented.**

**575. NOMINATED ASSET OF COMMUNITY VALUE – LANGLEY AVENUE PLAYING FIELD**

Committee considered re-nominating Langley Avenue Playing Fields, the land adjacent to Felixstowe Cemetery, as an Asset of Community Value and agreed that the Clerk should submit a full new application to nominate it as an Asset of Community Value for a further five years.

**It was RESOLVED that a new application to nominate Langley Avenue Playing Field as an Asset of Community Value for a further five years is made to East Suffolk Council.**

**576. CLOSURE**

The meeting was closed at 8.11pm. The next meeting was noted as being scheduled for Wednesday 26 June 2019 at 7.30pm.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_