

It was RESOLVED that:

- i. the Town Hall update report be noted; and,**
- ii. staff continue to impress upon wedding guests that wedding confetti that is not biodegradable cannot be thrown. If confetti of any kind is thrown that it be swept up by the caretakers and be monitored.**
- iii. Specialist advice be obtained from Company A regarding the Town Hall windows, with the aim of a recommendation being reported to Committee in due course. The cost of the preliminary report of £900 to be taken from the Town Hall Earmarked Reserve.**

261. WALTON COMMUNITY HALL UPDATE

Members considered the update on Walton Community Hall. The Deputy Town Clerk reported that the cooker at the hall had been tested that week due to a hirer asking to use it. It was then discovered that there is a fault that when turned on, the cooker trips out the fuses. It was agreed that if the cooker was beyond repair, being over 12 years old, that a replacement be sought.

It was RESOLVED:

- i. that the Walton Community Hall update report be noted; and,**
- ii. repairs if possible are made to the cooker, but if it is beyond repair a replacement be sought, with the cost of up to £300 to be taken from the Walton Community Hall Earmarked Reserve.**

262. BROADWAY HOUSE UPDATE

Committee received the Broadway House update report. The Deputy Town Clerk reported that the boiler which had received a new expansion vessel recently when serviced in July was not functioning as it should. Members considered the energy efficiency of the boiler as it was very old but agreed that a repair should be made in the first instance to ensure the building is heated, and consideration be made in the future to possible replacement with a more energy efficient boiler or alternative.

It was RESOLVED that:

- i. the Broadway House update report be noted; and,**
- ii. the boiler at Broadway House be repaired, with the cost to be taken from the Broadway House Earmarked reserve. If the boiler was not economically viable to repair then alternatives for new heating should be considered, in consultation with Orwell Housing who lease the flats above the Hall.**

263. CEMETERY UPDATE REPORT

Committee considered the Cemetery update report and were pleased to note that refurbishment to the Office and workshop were making good progress. Members also received a verbal update on the order of the electric van and investigations that were currently being made into Hydrotreated Vegetable Oil (HVO) as a suitable fuel alternative.

It was noted that the tree survey report had not been received in time for the meeting and would therefore be brought to the next meeting. Members agreed that if the survey recommended any urgent work to trees, these should be carried out without delay and expenditure should be taken from the Cemetery Earmarked Reserves.

Members also considered quotes for a new bicycle shelter, for staff who cycle to work and visitors who cycle to visit the cemetery. It was agreed that a shelter should be purchased, with the cost – approximately £700 – to be authorised from the Cemetery Earmarked Reserve.

It was RESOLVED that:

- i. the Cemetery Update Report be noted; and,**
- ii. the tree survey report be brought to the next meeting of Assets & Services, in the meantime, any urgent/necessary work required to be taken from the Cemetery Earmarked Reserve; and,**
- iii. a bike shelter from Shelters4less.co.uk be purchased with the cost – approximately £700 – to be authorised from the Cemetery Earmarked Reserve.**

264. ALLOTMENTS UPDATE REPORT

Committee received a report on the allotments from the Administration Assistant. It was noted that the proportion of payment by card and BACS has been higher than in previous years and that there had been a good response to invoice reminder letters. There was consequently a low number of vacancies and these were expected to be fulfilled from the waiting list.

Members noted also that the FAA were planning to commence the ground work for the new community hut, following Council's approval of the funding towards this.

The Council's grounds team were also preparing to create several smaller 'starter' plots from a few larger plots that had been relinquished this year.

Members thanked the Administration Assistant for her report.

RESOLVED that the Allotments update be noted.

265. WAR MEMORIAL& FLOOD MEMORIAL

Committee noted that the improvements to the War Memorial had been completed just in time for Remembrance. It was requested that an assessment be made after the work has settled. Minor work such as levelling some slabs may be required. Committee considered a variety of options to refurbish the Flood Memorial during 2022 in time for the 70th Anniversary of the Floods in January 2023. It was agreed that the in-house option should be pursued and a further report should be brought to Committee in due course.

It was RESOLVED that:

- i. the War Memorial work be monitored and any remedial work carried out in good time for Remembrance 2022; and,**
- ii. a report be brought to Assets & Services Committee in due course regarding options to refurbish the Flood Memorial, with most of the work being carried out in-house.**

266. ALLENBY PARK/GOSFORD WAY PARK TRANSFERS

The Town Clerk gave an update on the recent receipt of a report on the two titles and transfers received from Birketts. There were a few queries outstanding; including the location of the gas line, and a section of land within the Gosford Way park which was not included in the title plan. Members discussed the car park outside Old Felixstowe Community Association, which was in the original title, and agreed that this should be included in the transfer.

RESOLVED that the Town Clerk responds to Birkets in accordance with Committee's comments and an update report be brought back in due course.

267. DRAFT BUDGET CONSIDERATIONS

Committee considered first draft proposals for its element of the Council's 2022-2023 budget and reviewed the accompanying notes to estimates in the report. It was noted that several figures were based on the year before the pandemic (2019/20 outturn) since Covid had potentially skewed figures in many areas. The Town Clerk reported that Personnel Committee had considered salary recommendations.

It was RESOLVED that the draft proposals for the Assets & Services element of the Council's 2022-23 budget be recommended as presented to Council's Finance & General Purposes for further consideration.

268. CLOSURE

The meeting was closed at 8.40 pm. The next meeting was noted as being scheduled for Wednesday 23 February 2022 at 7.30pm.

Date: _____

Chairman: _____