

398. TOWN HALL REPAIRS

The Committee considered a report outlining quotations for essential repairs to defective cast iron guttering, broken roof tiles and rotten fascia boards at the rear of the Town Hall.

Committee agreed to go with Company A whose submission specified heritage-appropriate materials and methods, including lime-based mortar and matching roof tiles, and they had previously undertaken satisfactory works at the Town Hall.

It was RESOLVED that:

- i. the Town Hall update report be noted, and;**
- ii. Company A be appointed to undertake the guttering, roof tile and fascia repairs at a cost of £1,648 + VAT, to be funded from the Town Hall Earmarked Reserve.**

399. ALLENBY PARK UPDATE

The Committee received an update on the delayed Allenby Park gates.

Members expressed concern regarding continued delays and the contractor's failure to meet contractual obligations. It was noted that despite extensive contact and some limited recent progress, works remained incomplete and aspects were considered unsatisfactory.

The Committee considered the option of pursuing recovery of costs through the Small Claims Court to protect the Council's position. It was also proposed that alternative quotations be sought to rectify and make safe the gates.

With regard to new park signage, Members indicated a preference for Option A, together with a suitable stand, and requested consideration of anti-graffiti coating.

Discussion also took place regarding wider management considerations for the park, including directional signage and the potential presence of an ice cream vendor, although it was noted that this may not be commercially viable and would require further investigation.

It was RESOLVED that:

- i. the Allenby Park update report be noted, and;**
- ii. the Town Clerk be authorised to pursue appropriate action in respect of the gate contractor, including seeking recovery through the Small Claims Court if necessary, and;**

- iii. **alternative quotations be obtained to rectify and make safe the Allenby Park gate, and;**
- iv. **The information signage to be purchased from Company A along with external stand costs and be financed from the Parks and Recreation Repairs and Maintenance budget.**

400. CEMETERY UPDATE REPORT

The Committee received a report covering several operational matters at the Cemetery, including parking management on Cemetery Road during football fixtures, quotations for replacement entrance gates, the purchase of new funeral greens and ground protection boards, and the proposed purchase of a Cable Avoidance Tool (CAT) and Genny with associated staff training following a recent utility strike.

Members noted that the Saturday road closure trial had improved parking issues on match days.

The Committee considered quotations for replacement Cemetery gates and indicated a preference for Company 2. It was suggested that the contractor also be asked to review repair works required to the Allenby Park gates. The Committee discussed funding from the Community Infrastructure Levy (CIL) and the delegation of authority to commit expenditure accordingly.

In respect of funeral equipment, Members agreed that the purchase of replacement artificial grass (to be cut in-house) and four ground protection boards was necessary to maintain burial standards.

The Committee also considered training requirements for use of a cable avoidance tool (CAT) and generator. It was noted that the three members of the Grounds Team trained to operate the digger would require CAT and Genny training, and that on-site training would be preferable.

It was RESOLVED that:

- i. **The Cemetery update report be noted, and;**
- ii. **That Company 2 be appointed for the works to the Cemetery gates at a cost of £34,655, the Town Clerk be authorised to explore CIL funding and commit the necessary expenditure, and;**
- iii. **the purchase of a roll of artificial grass and four ground protection boards at a total cost of £1,037 + VAT be approved, with expenditure to be met from the Cemetery Earmarked Reserve, and;**
- iv. **the purchase of a Radiodetection CAT4+ and Genny4 kit at a cost of £1,278 + VAT be approved, with expenditure to be met from the Cemetery Earmarked Reserve, and;**

- v. **on-site CAT and Genny training be arranged with Company B at a cost of £999 + VAT with expenditure to be met from training budgets, and that Officers also explore alternative on-site training options to ensure best value.**

401. CEMETERY EXTENSION PROJECT

The Committee considered a report on the Cemetery Extension Project. Members discussed timescales and future direction of the project. In response to a query it was understood that notice had been served on the Scouts, requiring the land to be vacated by 1 January 2027 in accordance with the lease, although support would be offered where possible.

The possibility of engaging external project management support for the Cemetery Extension was discussed. Members considered whether it would be more cost-effective to appoint a suitably qualified individual on a temporary or contract basis to assist with delivery of the project and expressed a preference for engaging an appropriately qualified external individual rather than establishing a new employed contracted position. Reference was made to local housing associations, with a query as to whether they employ suitably qualified surveyors or project professionals and, if so, whether they would have the capacity to assist with the project.

It was RESOLVED that the Cemetery Extension Project report be noted and the next steps as outlined in the report be approved.

402. ALLOTMENTS UPDATE

Committee received an update on current allotment occupancy and an ongoing Environmental Health investigation into fly tipping on the allotments.

It was RESOLVED that the Allotments Update be noted.

403. EDIBLE FELIXSTOWE TREE PROJECT

Committee received a report on Edible Felixstowe's Community Orchard project, and considered the Council's proposed role in permitting the planting of four fruit trees on Langley Avenue

Concerns were raised regarding potential maintenance and liability issues, particularly in light of reports elsewhere of fallen fruit causing nuisance. It was confirmed that the proposed planting locations would minimise such risks.

It was RESOLVED that the Town Council's involvement with the Edible Felixstowe Tree Project be noted.

404. HERITAGE OPEN DAY / HERITAGE FESTIVAL WEEK

The Committee considered participation in the Heritage Open Days programme, including opening the Town Hall as part of the initiative. Members acknowledged

the Town Hall's involvement in previous Heritage Open Days and noted the positive feedback and value of those events.

It was RESOLVED that the Town Hall be included in the Heritage Open days programme.

405. CLOSURE

The meeting was closed at 8.28pm. The next meeting was noted as being scheduled for Wednesday 22 April 2026 at 7.30pm.

Date: _____

Chairman: _____