



# BECCLES TOWN COUNCIL

TOWN HALL, THE WALK, BECCLES, NR34 9AJ  
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You are summoned to a meeting of the **Assets and Environment Committee** to be held on **Monday 4 September 2017 at 11.00am** in the Council Chamber of Town Hall

Claire Boyne  
Town Clerk  
24 August 2017

**Committee members:** E Brambley-Crawshaw, Mrs S Bubb, G Catchpole (Deputy Chair), A Downes, N Elliott, Mrs M Haynes, J Janney, R Stubbings, Mrs C Topping (Chair)

## AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest or any requests for the granting of dispensations in relation to any Disclosable Pecuniary Interests in items on the Agenda
3. To receive for accuracy and adoption the minutes of the Assets and Environment Committee meeting held on Monday 3 July 2017 (*attached*)
4. To receive and note the draft minutes of the Pride in Beccles Sub-Committee meeting held on Thursday 13 July 2017 (*draft minutes attached*)
5. To consider input into the Beccles Neighbourhood Plan
6. To allocate responsibility for the council's estate to member of the committee (*plan attached*)
7. To review the Town Hall external repairs project and compare quotations to actual expenditure (*schedule attached*)
8. To receive correspondence from Suffolk County Council Highways regarding cars and caravans for sale in the George Westwood Way layby and consider introducing limited waiting (*correspondence attached*)
9. To consider the specification of a proposed vehicle barrier at the entrance to the Industrial Units on George Westwood Way (*quotation and specification attached*)



Mrs Claire Boyne ~ Town Clerk  
Mr Charlie Middleton ~ Deputy Town Clerk

10. To consider the invitation from the organisers of the Charter Weekend to make a donation to the event from the income received from Tower Tours over the Charter Weekend (*correspondence attached*)
11. To receive the notes from the Beccles Town Walkabout that took place on Wednesday 19 July 2017 (*notes attached*)
12. To review the council's Action Plan (*attached*)
13. To review the committee's Project List (*attached*)
14. To confirm the date of the next meeting
15. **Admission to meetings - pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the remaining matter**
16. To receive quotations in respect of works to Waveney Meadow (tree management, steps and boardwalk) and Black Boy Pond (tree and scrub management) (*quotations attached and to follow*)
17. To receive quotations in respect of the distribution of the Town Guide (*quotations attached*)