

**Minutes of a Meeting of the Assets and Environment Committee held on Monday 11 June 2018 at 11:00am in the Council Chamber of Beccles Town Hall**

**PRESENT:** G Catchpole (Deputy Chair, in the Chair)  
A Downes  
N Elliott  
J Janney  
R Stubbings (Ex-Officio)

**IN ATTENDANCE:** Mrs C Boyne, Town Clerk

**MEMBERS OF PUBLIC:** 0

**1. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Brambley-Crawshaw, Bubb, Haynes and Topping.

**2. TO ELECT A CHAIR AND DEPUTY CHAIR FOR 2018/19**

Councillor N Elliott proposed Councillor Topping as chair. This was seconded by Councillor Janney, a vote was taken and it was therefore

**RESOLVED** That Councillor Topping is chair of the Assets & Environment Committee for 2018/19

Councillor Stubbings proposed Councillor Catchpole as deputy chair, this was seconded by Councillor N Elliott, a vote was taken and it was therefore

**RESOLVED** That Councillor Catchpole is deputy chair of the Assets & Environment Committee for 2018/19

**3. 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**

Councillor Stubbings declared a non-pecuniary interest in item 7 on the agenda regarding applying for a licence to sell alcohol at Blyburgate Hall as he lives next door to the hall.

**4. TO RECEIVE FOR ACCURACY AND ADOPTION THE MINUTES OF THE ASSETS AND ENVIRONMENT COMMITTEE MEETING HELD ON MONDAY 14 MAY 2018**

**RESOLVED** To receive for accuracy and adoption the minutes of the Assets and Environment Committee meeting held on Monday 14 May 2018

**5. TO RECEIVE THE MINUTES OF THE PRIDE IN BECCLES SUB-COMMITTEE MEETING HELD ON TUESDAY 5 JUNE 2018**

The minutes had not yet been finalised and so this item was deferred to the next meeting.

**6. TO AGREE THE LOCATION OF SIX NEW VEHICLE ACTIVATED SIGN POSTS**

Four locations for post had already been agreed, 2 on Ellough Road, 1 on Banham Road and 1 on St Mary's Road. Suffolk County Council were only prepared to install six new posts in the town to avoid street furniture clutter.

The committee considered the position on Blyburgate not to be appropriate (outside the Salvation Army Hall) as cars would only just have left the lights at Peddars Lane. Ingate was also not considered to be a priority as for much of the day the traffic was queued back from the lights at Peddars Lane.

It was agreed that a post at the top of Northgate would remind vehicles that there was a 20mph speed limit and that Ravensmere should be a priority and included as one of the six locations. The St Mary's Road post should be situated at the Grange Road junction heading west, to slow cars down before the school and the Ringsfield Road junction.

**RECOMMENDATION TO COUNCIL**

That Vehicle Activated Sign posts are installed as follows:-

Ellough Road (x2)  
Banham Road  
St Mary's Road  
Northgate  
Ravensmere

**7. TO CONSIDER APPLYING FOR A LICENCE TO SELL ALCOHOL AT BLYBURGATE HALL**

It was generally agreed that obtaining an alcohol licence was unlikely to attract any more hirers. Hirers still had the option to apply for a Temporary Events Notice if they wished to sell alcohol at specific events.

**RESOLVED** To not apply for a licence to sell alcohol at Blyburgate Hall

**8. TO CONSIDER INSTALLING WIFI AT BLYBURGATE HALL**

There was agreement that whilst nice to have, there was no pressing need to install WiFi in the hall at this time. This could be reviewed again in the future if a need was identified.

**RESOLVED** To not install WiFi at Blyburgate Hall at this time

**9. TO SET UP A WORKING PARTY TO OVERSEE THE WORKS TO BLYBURGATE HALL COTTAGE AND TO CONSIDER GIVING THE WORKING PARTY DELEGATED AUTHORITY TO AGREE EXTRA WORKS UP TO A SPECIFIED LIMIT**

It was suggested that the working party should consist of Councillors Topping, Brambley-Crawshaw, Brooks and Stubbings and that the working party should be given delegated authority to agree extra works up to £2,500.

**RECOMMENDATION TO COUNCIL**

To set up a working party consisting of Councillors Topping, Brambley-Crawshaw, Brooks and Stubbings and that the working party is given delegated authority to agree extra works up to £2,500

**10. TO REVIEW PROGRESS ON THE COMMITTEE'S PROJECT LIST**

**Blyburgate Hall** – It was agreed that this could now be removed from the project list.

**Improvements to facilities for car, bus and coach parking** – The possibility of using The Dell for coach parking was discussed. It was noted that this area is owned by Waveney District Council.

**CCTV** – Investigations were ongoing regarding the location of a camera in Hungate car park. It was important that the camera picked up activity on Horse & Groom Lane.

**Vehicle Activated Signs (VAS)** – Given that 6 new posts were about to be installed, it was agreed that a further two VAS signs should be purchased which were different models to the existing three signs so that drivers do not get used to the same signs and they have more impact. These two new signs wouldn't necessarily need to record speeds but it would help if the fittings and the battery were the same as the current signs. A further two volunteers to assist Councillors Catchpole and Brooks would also be helpful with regards to moving the signs around.

**RECOMMENDED TO COUNCIL**

To purchase two further Vehicle Activated Signs (VAS), to be a different design to the current three signs and to seek two volunteers to assist with the moving around and charging of the cameras *FURTHER*

**11. TO CONFIRM THE DATE OF THE NEXT MEETING AS MONDAY 9 JULY 2018**

The date of the next meeting was confirmed as Monday 9 July 2018.

**12. 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**

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**TRANSACTIONED, THE PUBLIC AND PRESS LEAVE THE MEETING DURING CONSIDERATION OF THE REMAINING MATTERS**

**RESOLVED** That 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 matters

CA (M.M.)  
9 July 2018