

## DISS TOWN COUNCIL MINUTES

Minutes of the meeting of the **Facilities Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 20<sup>th</sup> July 2022** at 7.15pm.

Present: Councillors: J. Welch  
M. Gingell  
A. Kitchen  
K. Murphy  
J. Robertson (Chair)  
E. Taylor (ex-officio)

In attendance: Sonya French (Deputy Town Clerk)  
One member of the public

### **F0722/01** **ELECTION OF CHAIRMAN**

Members considered a new Chairman of the Facilities Committee for the Municipal Year 2022/23. It was

RESOLVED: To re-elect the current Chair Councillor Robertson as Chair of the Facilities Committee.  
**(Action: Admin staff to complete paperwork; immediately)**

### **F0722/02** **APOLOGIES**

Apologies were received and accepted from Robert Ludkin (Maintenance Manager), councillors Collins, Kiddie and Browne. Apologies were not received from Cllr Olander.

### **F0722/03** **ELECTION OF VICE-CHAIRMAN**

Members considered a new Vice-Chairman of the Facilities Committee for the Municipal Year 2022/23. It was

RESOLVED: To re-elect the current Chair Councillor Browne as the Vice Chair of the Facilities Committee.

**(Action: admin staff to complete paperwork; immediately)**

### **F0722/04** **NOMINATION OF SUBSTITUTE REPRESENTATIVES**

There were none.

### **F0722/05** **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Minute No.	Councillors Name	Personal/Other Interest	Pecuniary Interest	Reason
07/2210	Councillor Welch	X		Member of the public who wishes to sail is personally known to councillor.

### **F0722/06** **MINUTES OF THE LAST MEETING**

Councillors confirmed as a true record, the minutes of the Facilities Committee. It was

RESOLVED: That the minutes of the meeting of the Facilities Committee held on 9<sup>th</sup> February 2022 were confirmed as a true record of the meeting and signed by the Chair.

### **F0722/07** **PUBLIC PARTICIPATION**

There was one member of the public present who presented an update to committee on item number 0722/11, woodland walk at the rear of the DYCC. It was noted that the woodland walk had seen some vandalism recently and that the woodland walk project group have been working tirelessly to fix the recently vandalised bench. The project team would like to look at extending the ancient walkway so that visitors could continue their walk through to Shelfanger Road. They would need agreement to utilise the space at the side of the current concrete garage next to the hedge at the DYCC which is currently used and owned by Diss Town Council.

### **F0722/08** **ITEMS OF URGENT BUSINESS**

There were none.

**F0722/09 STRATEGIC PLAN**

Members noted progress on the Strategy Action Plan.

**F0722/10 MERE**

Members considered the application form, risk assessment and terms and conditions relating to a model boat trial on Diss Mere. Members discussed the risk assessment and felt that the document needed to be more detailed. They would like the risk assessment form to be completed by officers with clarification on parking, mobile telephones and the hazards that could be present for both the person driving the boat and visitors to the Park. It was

RESOLVED: To support the regulations, terms and conditions once the risk assessment has been updated with recommendations.

**(Action: Town Clerk; immediately)**

**F0722/11 DISS YOUTH & COMMUNITY CENTRE**

Members noted report (reference 14/2223) regarding the woodland walk project to the rear of the Diss Youth & Community Centre.

**F0722/12 PROGRESS REPORT**

Members noted progress on decisions made at the last meeting of this committee.

**F0722/13 MEMBER FORUM**

There were no reported issues relevant to this committee from members for brief discussion, action or inclusion on a future agenda.

**F0722/14 DATE OF NEXT MEETING**

Members noted that the next meeting of this committee is scheduled for 23<sup>rd</sup> November 2022.

Meeting closed at: 20.06.

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Chairman: Councillor Robertson