



BUNGAY TOWN COUNCIL

Minutes of the Community Assets and Services Committee

Date: Thursday 4th September 2025

Time: 7:00 pm

Location: The Riverside Centre, The Staithe, Bungay NR35 1BF

Remote Access: [Zoom Link](#)

Present:

Cllrs: Pearmain, Dawes, Crickmore, Love

Also Present:

Julie Bird (Town Clerk), Lorna Collins (BTC Youth Coordinator)

CA&S-0-04/09/2025: To receive and accept apologies for absence

Apologies were received from Cllr Blowers-O'Neill

CA&S-1-04/09/2025

Declarations of Interest & Requests for Dispensations

Councillors to declare any Pecuniary or Non-Pecuniary interests. Members may also declare an interest at any point in the meeting.

Minutes:

None.

CA&S-2-04/09/2025

Public Forum

Meeting closed for public input. Members of the public are invited to provide views on issues on this agenda or raise future topics, for a maximum of 15 minutes.

Minutes:

No members of the public were present.

CA&S-3-04/09/2025

To approve Minutes of the Previous Meeting

Minutes of the Community Assets and Services Committee meeting held on 3rd July 2025.

RESOLVED: To approve the minutes of 3rd July 2025. Proposed by Cllr Love, seconded by Cllr Dawes. Unanimously agreed.

PROPOSAL to suspend standing orders and reorder agenda to allow discussion of item 06 presented by non-council member. Standing Orders to be suspended -Proposed by Cllr Pearmain, Seconded Cllr Dawes Unanimously **agreed**

Lorna Collins provided the committee with an update and appraisal of the youth work provision and recommendations going forward that included staffing and budgeting requirements. She spoke about the social impact of the youth project. Councillors were appreciative of Lornas work and attendance at the meeting.

PROPOSAL to resume standing orders -Proposed Cllr Pearmain, seconded by Cllr Dawes. Unanimously **agreed**

CA&S-4-04/09/2025

To note the current financial position related to CAS activities

Noted

CA&S-5-04/09/2025

To note any accessibility issues arising

None

CA&S-6-04/09/2025

To receive a verbal report regarding the work of the youth provision team

As above

CA&S-7-04/09/2025

To receive updates on Town Council actions

- a. Football goals
- b. Basketball surface
- c. Playpark Kings Road
- d. St Johns Bus Shelter
- e. Trinity Street Bus Shelter Insurance Claim
- f. CCTV System
- g. Defibrillator Update

Received and noted

CA&S-8-04/09/2025

To consider recommendations concerning Wherry Road actions

RESOLVED: To recommend that the Wherry Road project work is undertaken considering residents wishes regarding play equipment and that this is a project independent of the footpath work regarding Annis Hill Green. Proposed by Cllr love, seconded by Cllr Dawes. Unanimously **agreed**.

RESOLVED: To convene the Play and Youth Working Group to consider next steps for Wherry Road project. Proposed by Cllr Crickmore, seconded by Cllr Dawes. Unanimously **agreed**

CA&S-9-04/09/2025

To consider and recommend, if agreed, the purchase of safety vests for volunteers

RESOLVED: To agree the purchase of volunteers safety vests as per quotation. Proposed by Cllr Dawes, seconded by Cllr Crickmore , one agreed and one abstention. Majority **agreed**

CA&S-10-04/09/2025

To note the expected ongoing maintenance costs concerning the Riverside Centre and consider recommendations to Full Council

Noted

RESOLVED: To not recommend costs. Proposed by Cllr Dawes, seconded by Cllr Love. Unanimously **agreed**

CA&S-11-04/09/2025

To consider requirements relating to CAS 2025 Action Plan review

RESOLVED: To review the Action Plan via shared document during September and collate comments to report to CAS committee in October to prepare the budget and address outstanding actions. Proposed Cllr Love, seconded Cllr Pearmain.

Unanimously **agreed**.

CA&S-12-04/09/2025

To note correspondence

None

CA&S-13-04/09/2025

Date and Time of Next Meeting

Thursday 2nd October 2025 at 7:00pm at the Riverside Centre.

Meeting Closed: 8.40pm