



BUNGAY TOWN COUNCIL

Minutes of the Community Assets and Services Committee

Date: Thursday 2nd October 2025

Time: 7:00 pm

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

Remote Access: [Zoom Link](#)

Present:

Cllrs: Pearmain, Dawes, Blowers O'Neill, O'Neill, Love

Also Present:

Julie Bird (Town Clerk)]

CA&S-1-02/10/2025: To receive and accept apologies for absence

No apologies were received

CA&S-2-02/10/2025

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. **None declared**

CA&S-3-02/10/2025

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.

No members of the public were present

CA&S-4-02/10/2025

To approve Minutes of the Previous Meeting

Minutes of the Community Assets and Services Committee meeting held on 4th September 2025.

RESOLVED: Approved minutes of 4th September. Proposed by Cllr Dawes, seconded by Cllr Love. **Unanimously agreed.**

CA&S-5-02/10/2025

To note the current financial position related to CAS activities

Noted.

Thanks were offered to Steve via the office for the clean condition of the town toilets



CA&S-6-02/10/2025

To note the Bungay Town Council budget and planning timetable

Noted

CA&S-7-02/10/2025

To consider the quotations for basketball court surface for Kings Road play area and approve if agreed

RESOLVED: Approve the third option quotation and engage with contractor to undertake the tarmac base work as soon as possible for the sum of £9,884.76 excluding VAT. Proposed by Cllr Dawes, seconded by Cllr Love. **Unanimously agreed.**

CA&S-8-02/10/2025

To discuss and agree the CAS Action Plan and budgeting for 2026/27

CAS priorities from BTC Action Plan were discussed. Those items that have been concluded were highlighted and consideration was given to outstanding workstreams and development going forward.

Progress with the Youth project was applauded but concerns were shared regarding suitability of premises and future planning being undertaken without committee oversight. The committee suggested more control via the Working party was required.

The Street Art project was removed from the plan as the previous experience of this was not deemed to be beneficial to the town. **RESOLVED:** To remove street art from the action plan. Proposed by Cllr Pearmain, seconded by Cllr Dawes. Four in favour, one against. **Approved**

The skate park initiative was supported and the committee felt that although this was not an imminent undertaking (as Wherry and Meadow road would be completed first) steps should be taken to begin planning and gathering information toward this as a large development was likely. **RESOLVED:** To re-instate the Skate Park working group and initially take this to Full Council to authorise the Terms of Reference. Proposed by Cllr Blowers O'Neill, seconded by Cllr Dawes. **Unanimously agreed.**

Actions concerning buildings were deferred awaiting further information.

Carbon footprint considerations were outlined in relation to Council premises and the committee wanted to ensure this would be a prime consideration within the Town Hall development. Further discussion was undertaken concerning the acquisition of more green spaces and their possible allotment usage.



There was interest in the success of both CCTV and public communications and the group agreed to look at digital analysis of web page impact. This was moved to a Communication Group action as it that forms part of the Business, Tourism and Heritage committee.

CA&S-9-02/10/2025

To consider options for Street Art Project

Members discussed previous issues with street art and found it incongruent with the traditional heritage elements of the town, Cllrs discussed art outside the conservation area, but this was seen by the majority as not a good use of funding and would fail to meet artists expectations. **RESOLVED:** To withdraw the street art project from the Action Plan. Proposed by Cllr Pearmain, seconded by Cllr Blowers O'Neill. Four in favour, one against. **Agreed to approve removal**

CA&S-10-02/10/2025

To consider the quotations of the St Johns Road bus shelter and approve if agreed.

Members decided to wait for the SCC decision regarding funding and for hard standing costs before deciding which option to undertake if BTC funding was required

RESOLVED: To wait a further three months for SCC decision. Proposed by Cllr Blowers O'Neill, seconded by Cllr Dawes. **Unanimously agreed.**

CA&S-11-02/10/2025

To note correspondence

No Correspondence was received

CA&S-12-02/10/2025

Date and Time of Next Meeting

Thursday 6th November 2025 at 7:00 pm at The Riverside Centre

Meeting Closed: 20.38