



# BUNGAY TOWN COUNCIL

## Riverside Centre & Staithe Sub Committee



### Minutes of the Riverside Centre & Staithe Sub Committee Meeting held on Thursday 26<sup>th</sup> November 2020 at 7.00 pm.

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 this meeting was conducted "online

Town Council Members:

Cllr. M. Lincoln (ML), Cllr. A. Dawes (AD), Cllr. S. Collins (SC), Cllr. P. Love (PL),

Cllr. J. Blowers O'Neill (JBO'N), Cllr. B. Prior (BP), Cllr. F. Betts (FB).

Also present:

E. Rosier, (JB) Assistant Clerk, Bungay Town Council, and 6 members of the public.

**RC&S 001 2020/2021 Apologies for Absence:** To receive any apologies for absence

All members of the sub-committee were present at the meeting - **Noted.**

**RC&S 002 2020/2021 Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.

**No declarations of interest were declared or requests for dispensations requested - Noted.**

**RC&S 003 2020/2021 Minutes of the previous meeting: To approve the minutes of the Riverside Sub-Committee Meeting held on 27<sup>th</sup> October 2020 – for consideration.**

**It was proposed by BP, seconded by SC, and RESOLVED to accept the minutes of the Riverside Sub-Committee Meeting held on 27<sup>th</sup> October 2020 as an accurate record of the meeting, and these minutes were signed by ML.**

For	6
Against	0
Abstain	0

**RC&S 004 2020/2021 Public Forum:** Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman, for no more than 15 minutes. Members of the public may not take part in the Committee meeting itself.

**It was proposed by SC, seconded by AD, and RESOLVED to suspend standing orders at this point in the meeting in order that members of the public could speak.**

For	6
Against	0
Abstain	0

Signed \_\_\_\_\_

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Date \_\_\_\_\_



# BUNGAY TOWN COUNCIL

## Riverside Centre & Staithe Sub Committee



**RC&S 005 Riverside Centre & Staithe Sub-Committee Terms of Reference: To consider the terms of 2020/2021 reference proposed at the previous meeting of the Riverside Sub- Committee – for Consideration.**

**It was proposed by SC, seconded by AD, and RESOLVED that for item 3. To add the following at the end of the paragraph: “and with residents who live in the Staithe area.”**

For	6
Against	0
Abstain	0

**RC&S 006 The title of the Sub-Committee to become Riverside Centre and Staithe Sub-Committee - 2020/2021 for consideration.**

**It was proposed by JBO’N, seconded by SC, and RESOLVED that the Riverside Sub-Committee be renamed Riverside Centre and Staithe Sub-Committee.**

For	6
Against	0
Abstain	0

Cllr. Betts joined the meeting at 7.07pm.

**RC&S 007 Bat & Wildlife Survey Report, and the siting of Bat and Swift Boxes - for consideration. 2020/2021**

**It was proposed by BP, seconded by PL, and RESOLVED that the budget of up to £250.00 agreed by the Planning, Environment & Highways committee during their meeting of 12<sup>th</sup> November 2020, be spent on purchasing and installing Bat Boxes on trees in the Staithe area, and any surplus funds to include sites around Falcon Meadow, and to arrange for the installation of these, having first obtained permission by the tree owners, along with the installation of Swift Boxes already purchased.**

For	7
Against	0
Abstain	0

**It was proposed by JBO’N, seconded by BP, and RESOLVED to delay the introduction of electronic Swift Callers until after the first breeding season, and to review this in a year’s time.**

For	7
Against	0
Abstain	0

Signed \_\_\_\_\_

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Date \_\_\_\_\_



This item was subsequently withdrawn by the Town Clerk after the meeting, as the item had already been agreed.

**RC&S 008 2020/2021** **Agree the location of the approved lighting for the Riverside Centre and Car Park Entrance – for Consideration.**

**It was proposed by SC, seconded by BP, and RESOLVED to proceed with the installation of the approved lighting with dusk to dawn sensor.**

For	7
Against	0
Abstain	0

**RC&S 009 2020/2021** **The type, quantity, and location of Cycle Racks – for consideration.**

**It was proposed by ML, seconded by SC, and RESOLVED to install Five Toast-Rack style Cycle Racks at the Riverside Centre, and for ML & ER to visit and decide upon the best location.**

For	7
Against	0
Abstain	0

**RC&S 010 2020/2021** **The Refurbishment & Design of Interpretation Boards – for Consideration.**

A discussion took place, and it was agreed that two interpretation boards were needed, to include the refurbishment of the existing board. The Sub-Committee were to consider ideas to include information about the History and heritage of the area, wildlife and the environment, local walks and a map of the town, along with advisory information including the country and river codes. Consideration was also to be given to similar information boards on the Falcon Meadow.

**RC&S 011 2020/2021** **Controlling access to the Staithe Car park – for Consideration.**

**It was proposed by BP, seconded by FB, and RESOLVED to recommend in principle a barrier system, to limit access to authorised users of the Staithe car park, to include users of the Riverside Centre, WV Canoe Club, Sea Scout Group and for disabled / blue badge holders, and to recommend the introduction of signage in Staithe Road indicating restricted parking.**

For	6
Against	0
Abstain	1



**BUNGAY TOWN COUNCIL**  
Riverside Centre & Staithe Sub Committee



**RC&S 012    Date and time of next meeting: Thursday, 28<sup>th</sup> January 2021, 7pm.**  
**2020/2021**

The meeting closed at 8.49 pm

**Dated: 27<sup>th</sup> November 2020**

**Jeremy Burton**  
**Clerk to Bungay Town Council,**  
1a, Broad Street, Bungay NR35 1EE  
[clerk@bungaytowncouncil.gov.uk](mailto:clerk@bungaytowncouncil.gov.uk)

Signed \_\_\_\_\_

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Date \_\_\_\_\_