

Minutes of the Infrastructure Plan Committee Meeting held on Tuesday 20th December 2016 at 7.30pm in the Town Council Meeting Room, 10 Riverside

1. Apologies:

Apologies for absence were received and accepted from Mr R Charnock-Smith and Cllr G Kitching

Cllr L Barrett, Cllr S Bennell, Cllr S Garrett, Cllr J Jones, Cllr Tanner and Mrs A Garrett

In Attendance:

Mrs E Coe (Town Clerk/RFO)

2. Declarations of Interest:

Cllr Tanner declared a pecuniary interest in item 6; Community Hall and signed the Interest Book.

3. Public Comment:

None

4. Minutes of previous meeting:

Cllr Jones proposed approval of the minutes of the meeting held on Tuesday 22nd November (previously circulated in draft form), which was seconded by Cllr Garrett, and with three abstentions due to absence, all were in favour. The Chairman then signed the minutes.

5. Report from the Chairman of each Working Group:

➤ **Parking Strategy:**

Cllr Tanner reported that a very positive meeting had been held with representatives of Framlingham Sports Club regarding business related/overflow parking and progress was being made.

Cllr Tanner was pursuing a meeting with SCDC relating to the pay and display car park in Fore Street.

Cllr Tanner noted that a meeting had been arranged with Steve Bax at Framlingham Castle on 15th January.

➤ **Pavements and Cycle Paths:**

Cllr Barrett reported that the Group was continuing to work on the draft pavement audit.

➤ **Community Hall:**

Mrs Garrett reported that the Working Group considered the tender responses at the last meeting on 15th December. An outline project plan was considered and a Task List drawn up and specific jobs allocated to Working Group members with a timeline working towards 2019.

It was noted that ownership and management would need to be discussed in due course.

Need a budget cost for the facility with an outline plan which may incorporate office space, storage space and a meeting room for the Town Council.

6. To consider recommendations put forward from the Working Groups for committee approval:

➤ **Parking Strategy:**

No business.

➤ **Pavements and Cycle Paths:**

No business.

➤ **Community Hall:**

It was agreed to refer to the next meeting of the Full Town Council the matter of including, within the design specification, the need for office space, storage space and a meeting room for the long term future of the Town Council. The Chairman stressed the importance of making this decision in order to keep to the project plan timing and the need to finalise the design for budget costings.

The next item (Tender information) was deferred to the end of the meeting.

7. Updates:

➤ **Health:**

No business. Cllr Garrett would meet with Framlingham Medical Practice again in January, to establish the current financing arrangements for the practice.

➤ **Education:**

No business.

➤ **Employment:**

No business.

8. Developing an Infrastructure Plan:

No business –awaiting input from SCDC on C.I.L application timing and procedures

9. Correspondence:

Mrs G Smith 24/12

Email suggesting that CIL money is used to buy a plot of land for a car park in the town. It was agreed for the Town Clerk to respond.

Mark Edgerley – SCDC

Response to letter regarding CIL funds. Cllr Jones read the response which was noted. The Town Clerk would request the results of the SCDC Cabinet meeting held on 6th December.

Continuation of item 6:

Cllr Tanner declared an interest and left the meeting at this point.

Cllr Garrett noted that four tenders had been received for the initial design stage of the Community Hall, with huge difference in costs.

It was agreed to recommend approval to Full Council on 5th January to accept the preferred tender for the preliminary design work for a new Community Hall near to the junction of Brook Lane and Vyses Road.

It was agreed to recommend approval to Full Council on 5th January to use budget code 2280 (CIL) for this purpose.

10. Matters of report or items for next agenda:

Agenda item next meeting: Infrastructure projects recommended from Town Council Committees

11. Next meeting date:

Tuesday 17th January 2017 at 7.30pm