

**Draft Minutes of the Infrastructure Plan Committee Meeting held on Tuesday 21st March 2017 at
7.30pm in the Town Council Meeting Room, 10 Riverside**

1. Apologies:

Cllr L Barrett, Cllr S Garrett and Mrs A Garrett.

Present:

Cllr S Bennell, Cllr J Jones (Chair), Cllr G Kitching, Cllr Tanner and Mr R Charnock-Smith

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 21st February (previously circulated in draft form), was seconded by Cllr Kitching with all in favour.

The Chairman then signed the minutes.

5. Report from the Chairman of each Working Group and recommendations for IPC/FTC approval:

➤ **Parking Strategy:**

Cllr Tanner reported on the meeting which had been held with Kerry Blair (SCDC) and DCllr Carol Poulter to discuss parking management and the charging policy for the Fore Street car park and also a separate meeting with Dr Carolyn Barnes and Kerry Blair (SCDC) and David Chenery (SCC) relating to a residents parking scheme. It appeared that Framlingham would be a pilot scheme as there were no schemes in Suffolk Coastal that had 'on street' parking permits, but there were in Waveney. Economic viability was a concern for SCDC but it was agreed that it should be examined more thoroughly. Agreement was reached to look further into the matter and to meet again after exchanging information.

It was agreed to discuss further with the Parking Strategy Working Group members at the next meeting on 3rd April.

➤ **Pavements and Cycle Paths:**

Mr R Charnock-Smith provided an updated report along with photographic records which had been circulated prior to the meeting.

Next steps:

Landowners to be approached for approval in principle

Consult with SCC Highways and get costings and feasibility

Draft document to be recommended to Full Council in May for approval to proceed to the next step

➤ **Community Hall:**

Cllr Tanner reported that a revised design had been agreed by the Working Group. A build cost was being investigated. The conditions on the release of the land were being considered and communication on options had been discussed with Pretty's Solicitors. It was agreed for the Town Clerk to source an alternative quotation from Birketts Solicitors for discussion at the next Working Group meeting.

6. Updates:

➤ **Health:**

Cllr Jones reported on the meeting held with Framlingham Medical Practice where funding including the possibility of CIL was discussed, along with the future build plans for the Practice.

➤ **Education:**

It was noted that a response had been received from Frank Stockley (SCC) agreeing to a meeting in the early autumn, when they would be in a better position to share options and plans associated with a planning application for the primary school.

➤ **Employment:**

No business.

7. Terms of Reference:

Amendments to allow co-opted members to leave the meeting at this point were considered and it was agreed to recommend approval to Full Council to amend the following wording of the Infrastructure Plan Working Groups Terms of Reference:

‘The leader (chair) of each working group will sit as a member of the Infrastructure Plan Committee’, with the following: ‘The leader (chair) of each working group will attend the Infrastructure Plan Committee in order to participate in relevant agenda items and then withdraw’.

8. Town Council Committee nominations for local CIL funding:

- Cycle Racks – PR&Markets Committee
- Market Hill electrics upgrade – PR&Markets Committee
- Cemetery driveway – Lands Committee

Committee Chairman would be requested to submit a detailed CIL funding proposal for each nomination fully costed to the IPC Committee, who would prioritise the nominations in due course and a recommendation would be presented to Full Council.

9. S106 Agreement for Fairfield Road

It was noted that Taylor Wimpey were currently finalising their detailed designs and anticipate works on site commencing in July this year and hope to have the first legal completion in June 2018.

A meeting had been arranged for an update on 7th June.

10. Developing an Infrastructure Plan:

An update had been received from Mark Edgerley at SCDC advising that there would be no specific form on which ‘service providers’ could ‘bid’ for CIL funds, but detailed the information which would need to be identified, which was noted.

11. Correspondence:

- Mark Edgerley (SCDC) –item 10
- Frank Stockley (SCC) – item 6
- Bill Bulstrode – email relating to parking in the town. Noted. Remind of parking restrictions on Market Hill in Monthly Newsletter.

12. Schedule of meetings:

The committee considered changing the date of the IPC meetings to the second Thursday of each month prior to Finance Committee, but due to the high volume of matters to be considered at each meeting, it was agreed to keep to the current format.

13. Matters of report or items for next agenda:

Communication with the public and items for newsletters

Parking restrictions reminder for Market Hill

11. Next meeting date:

Tuesday 18th April 2017 at 7.30pm

Meeting closed at 9.10pm