

Signed file copy

**Minutes of the Infrastructure Plan Committee Meeting held on Tuesday 20th June 2017
in The Cell, The Old Court House at 7.30pm**

1. Apologies:

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

Present:

Cllr S Bennell, Cllr S Garrett, Cllr J Jones (Chair) and Cllr J Tanner

In Attendance:

Mrs Eileen A Coe (Town Clerk/RFO)

2. Declarations of Interest:

Cllr Tanner declared a pecuniary interest in the Community Centre item.

3. Public Comment:

None.

4. Minutes of previous meeting:

Cllr Jones proposed the minutes of the previous meeting held on Tuesday 16th May, (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Garrett, and with one abstention due to absence all were in favour.

The Chairman signed the file copy of the minutes.

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

➤ **Parking Strategy:**

A meeting of the Working Group had been arranged for Tuesday 11th July.

➤ **Pavements and Cycle Paths:**

A meeting had been held with Derek Oldham (East Area Highways Manager) and Steve Merry (Transport Policy and Development Manager) from Suffolk County Council highways which had been very positive.

➤ **Community Centre:**

The recommendation from the Working Group to accept the quotation for legal services from Barker Gotelee was considered. It was agreed to recommend approval to Full Council on 6th July to appoint Barker Gotelee for legal services, and to use funds of up to £5,000 from the budget already allocated and agreed by Full Council.

Cllr Garrett reported on the meeting held with Mark Edgerley and Connor Crowther (SCDC) regarding the CIL application process. The CIL application would be finalised and recommended to Full Council on 6th July. The Town Clerk would advise Mr Edgerley of this intention.

Following some discussion it was agreed to challenge the information provided at the meeting regarding the one year allocation of funds. Cllr Tanner and Cllr Jones would draft a letter to be sent to Mark Edgerley, Philip Ridley and Tony Fryatt.

An invitation would be sent to the immediate neighbouring properties to attend one of two sessions to be held in the Town Council Offices to discuss the project and look at the proposals. A further consultation morning would be held on the Saturday Market on Saturday 12th August.

6. Updates:

➤ **Health:**

None.

➤ **Education:**

None.

➤ **Employment:**

None.

7. Town Council Committee nominations for local CIL funding:

➤ **Expansion of Market electrics to facilitate increased traders and business.**

The Town Clerk reported that the PR&Markets Committee recommended its preferred quotation from R W Curle for the supply of 5 pop up electrical boxes with key release and hinged arrangements, along with electrical and civil works at a total cost of £15,923.15. The Town Clerk had put in a funding application to Suffolk Coastal District Council's Economic Development team and subject to approval at the Cabinet meeting a contribution of 40% (£6,369.26) had been agreed, leaving a shortfall of £9,553.89. She advised that there was £3,500 in Budget 1706 (Market Electric) leaving £6,053.89 to be funded from the CIL budget. It was agreed to support a recommendation to Full Council for approval.

➤ **Cycle racks in Well Close Square to facilitate increased cycling activities:**

The Town Clerk reported that she was currently investigating proposed locations with Derek Oldham at Suffolk County Council and once agreed she would pursue a cost for the installation which had to be carried out by an accredited contractor.

8. CIL Application 2017:

It was agreed to recommend to Full Council on 6th July approval of the CIL application prior to submission to SCDC for the Framlingham Infrastructure Plan – information would be circulated to Councillors prior to the meeting.

9. Action Plans 2017/18:

All Committees apart from Lands and Finance Committee (which would meet on 21st June and 13th July respectively) had completed their Action Plans. To be considered at the next meeting

10. Correspondence:

None.

11. Matters of report or items for next agenda:

Matters of Report:

None.

12. Next meeting date:

Tuesday 18th July 2017 at 7.30pm

Meeting closed at 8.34pm.