

**Draft Minutes of the Infrastructure Plan Committee Meeting held on Thursday 17th October 2017
in The Cell, The Old Court House at 6.30pm**

1. Apologies:

None, all present.

Present:

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

In Attendance:

Mrs Eileen A Coe (Town Clerk/RFO) and one member of the public.

2. Declarations of Interest:

None.

3. Public Comment:

None.

4. Minutes of previous meeting:

Cllr Jones proposed the minutes of the previous meeting held on Wednesday 21st September, (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Kitching and with three abstentions 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:**

Cllr Jones reported that a new Chairman of the Working Group would be needed, plus an additional Councillor to meet the Terms of Reference following the resignation of James Tanner.

Cllr Jones reported that he and the Town Clerk had met with the owners of part of the Elms car park, which had been very positive and there had been no objections to proceeding with the recommendations currently under consideration by the Working Group, which would be presented to IPC and then Full Council in due course.

➤ **Pavements and Cycle Paths:**

Cllr Jones reported that he and the Town Clerk had met with Debbie Adams (SCC Rights of Way) to discuss the proposals for the footpath across Pigs Meadow.

Cllr Jones reported that an additional Councillor was required for the Working Group to meet the Terms of Reference.

Mr Charnock-Smith noted that 'near miss data' would be preferable to 'crash data' as stated in the Suffolk County Council response to the pavements proposals.

➤ **Community Centre:**

Mrs Garrett reported that 4 new members plus one Councillor would join the Working Group at the next meeting. She felt that the Working Group would need to be updated on disability issues for the proposed building.

6. Updates:

➤ **Health:**

None.

➤ **Education:**

None.

➤ **Employment:**

None.

7. Community Centre Briefing Public Meeting:

The draft notes of the comments recorded at the Public Meeting on 11th October were considered and agreed.

Mrs Garrett requested that the post codes were analysed into areas and added to the notes which would be published on the website when finalised.

Mr Charnock-Smith gave his apologies and left the meeting at this point.

➤ **Next Steps:**

It was agreed that all the comments would be discussed by the Town Council along with options on how to proceed, such as re-evaluating the current site and considering other possible sites, as an agenda item for Full Council on 2nd November. Cllr Jones would provide a briefing note to Councillors.

It was noted that Cllr Collins had suggested erecting the Speed Indicator Device temporarily in Brook Lane to gauge traffic flow. The Town Clerk advised that a suitable pole would need to be identified or a new pole

installed and approval from Suffolk County Council sought. The Town Clerk would contact SCC for advice and Cllr Jones would see if there was a suitable pole already in Brook Lane that could be used.

Mrs Garrett suggested that Suffolk County Council be requested to undertake a traffic speed analysis of Vyces Road.

8. Town Council Committee nominations for local CIL funding:

None.

9. Action Plans 2017/18:

All committee's would continue to update the document as and when required throughout the year.

10. Correspondence:

Item 1/11

Email with questions relating to the Community Centre.

Item 3/11

Letter regarding the request for the publication of notes from all previous Working Group meetings.

Item 4/11

Letter regarding the proposed Community Centre.

Item 10/11

Letter raising concerns relating to the proposed Community Centre.

Item 13/11

Letter supporting the community centre proposals.

Item 14/11

Email regarding unsolicited email and cause for concern. Passed to CC WG members as requested.

Item 15/11

Copy of email sent to FRA members with encouragement to attend the Community Centre Public Meeting.

Item 16/11

Request for pre-recorded telephone interview after the Community Centre Public Meeting. Cllr Kitching responded.

Item 17/11

Email supporting the community centre proposals.

Item 18/11

Email questioning the need for a community centre.

Item 19/11

Email thanking all those involved with the community centre project and supporting the project.

Item 20/11

Letter with objections to the proposed community centre.

Item 21/11

Email suggesting that a traffic feasibility study is carried out in Brook Lane and congratulating the Town Council on a well handled Public Meeting.

Item 22/11

Letter noting that the proposed site for a community centre is wrong in all aspects.

Item 23/11

Email congratulating all those involved in the Public meeting.

All correspondence was summarised and noted. The Town Clerk had acknowledged comments of support and objection and for those requiring a detailed response; it was agreed for Cllr Jones to draft and the Town Clerk to reply. It was noted that all the issues raised in the correspondence would be considered as part of the Town Council discussion on 2nd November.

Mrs Garrett left the meeting at this point.

11. Matters of report or items for next agenda:

Cllr Garrett reported that he had carried out a parking survey of other halls and it had been found that parking availability was not a problem.

12. Next meeting date:

Tuesday 21st November 2017 at 7.30pm Meeting closed at 8.44pm.