

**Draft Minutes of the Infrastructure Plan Committee Meeting held on Tuesday 21st November 2017
in The Cell, The Old Court House at 6.30pm**

1. Apologies:

Cllr J Jones and Mr R Charnock-Smith (Co-opted member)

Present:

Cllr S Bennell, Cllr S Garrett, Cllr G Kitching (Chair) and Mrs A Garrett (Co-opted member)

In Attendance:

Mrs Eileen A Coe (Town Clerk/RFO)

2. Declarations of Interest:

None.

3. Public Comment:

None.

4. Minutes of previous meeting:

Cllr Kitching proposed the minutes of the previous meeting held on Tuesday 17th October, (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Garrett with all 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 Kitching provided a summary report from Cllr Jones regarding progress on the proposed parking strategy action plan, which was noted.

➤ **Pavements and Cycle Paths:**

The Town Clerk reported that a positive meeting had been held with the landowner and costs were being explored with Suffolk County Council relating to the route from New Road to College Road via Pigs Meadow. Suffolk County Council had been reminded that a response was still outstanding on all other issues.

➤ **Community Centre:**

Mrs Garrett reported that new members had joined the Working Group and five sub-groups had been set up looking at options for Vyces Road/Brook Lane, Sports Club/Scout HQ area, Thomas Mills High School area, Refurbishment of existing and New sites as identified in the SCDC Issues and Options Consultation. It was noted that meetings would be set up with landowners to discuss options in due course.

6. Updates:

➤ **Health:**

It was noted that Framlingham Medical Practice had received funding from the Community Infrastructure Levy towards the extension of the facility.

➤ **Education:**

No business.

➤ **Employment:**

No business.

7. Town Council Committee nominations for local CIL funding:

None.

8. Action Plans 2017/18:

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

9. Correspondence:

Correspondence received since the last meeting was considered and responses agreed with relevant comments passed to the appropriate Working Groups.

With regard to the letter received and acknowledged on 14th November 2017, professional advice had been sought and confirmation had been received that there are no legal requirements to publish notes of Working Group meetings. These are informal meetings and the notes are simply an aide memoir for members. It was noted that the Working Group had no decision making powers and reports its findings to the Infrastructure Plan Committee, which is held in public with minutes published.

The opinion of the original Community Centre Working Group members had been sought and the majority were not in favour of publishing past notes. It was noted that when they had joined the notes were at that time not intended to be published, and this was taken into account when canvassing their views.

91211117 It was agreed that the notes of past Working Group meetings would not be published.

All notes of Working Group meetings from October 2017 would be published on the website and new Working Group members had been informed of this and had also been issued with the notes of previous meetings for information only.

10. Matters of report or items for next agenda:

None.

11. Next meeting date:

Tuesday 19th December 2017 at 6.30pm

Meeting closed at 20.03pm.