

**Agenda for the Public Relations and Markets Committee Meeting to be held
on Tuesday 10th October 2017 in The Cell, The Old Court House, Bridge Street at 7.30pm**

1. Apologies:

To receive and accept apologies for absence:

Present:

In Attendance:

Eileen A Coe (Town Clerk/RFO)

2. Declarations of Interest:

3. Public Comment:

4. Minutes of previous meeting:

To approve the minutes of the previous meeting as an accurate record

5. Firework Spectacular:

To consider final arrangements

To approve Kimbolton Site Specific Risk Assessment and Method Statement

To approve Risk Assessment

To approve site plan

Stewards list

6. The future of Fireworks and Soap Box Race events:

7. Markets:

➤ **Tuesday Market:**

➤ **Saturday Market:**

➤ **Electrics:**

Update on progress of the upgrade of the electrical system on Market Hill

➤ **To consider any Market Pitch Applications received prior to the meeting:**

Flossy and Me

Application for a 10ft pitch in the Saturday and Tuesday Market selling ladies wear and accessories.

Neil Farrow (Gin Punch)

Application for a 6ft pitch on the Saturday Market selling small batches of craft gin, premium brands 70cl and gin 100ml bottles in postal tubes along with gin hampers

8. Website:

9. Town Council Office Matters:

- Christmas card competition – Cllr Clouting and the Town Clerk
- Flower tub/War Memorial – costs for planting and watering 2018

10. Communications:

To consider the quotation from Leiston Press to reprint 2,000 copies of the Town Trail

To consider Town Guide stocks

To consider quotations for new Fram Bag

11. Framlingham Business Association:

To report on AGM – Cllr Kitching and Cllr Clouting

CCTV update

12. Framlingham Signs:

To consider final costs from Suffolk County Council.

13. Correspondence received since the last meeting:

Item 13/10 Suffolk Coastal District Council

Letter regarding the Public Space Protection Orders (PSPO) which is replacing the Alcohol Consumption in Designated Public Place Orders (DPPO) on 20th October. Formal Consultation November – January 2018.

Item 20/10

Letter regarding the Saturday Market and parking availability. The Town Clerk has responded.

14. 2017/18 Action Plan:

- Updates
- Detailed and fully costed CIL funding nominations for IPC

15. Budget 2018/19:

16. Cardboard and Paper recycling bins:

Cllr Roberts

17. Matters of report or items for next agenda:

Remembrance – Town Clerk to report

18. Next meeting:

Tuesday 14th November 2017 at 7.30pm