

Framlingham Town Council

TOWN COUNCIL CHAIR
Cllr Clive Eastwood

TOWN COUNCIL OFFICE
**10c Church Street
Framlingham
Suffolk IP13 9BH**

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TOWN CLERK
RESPONSIBLE FINANCIAL OFFICER

Mrs Eileen A Coe
CILCA AICCM PSLCC DPS
townclerk@framlingham.com

DEPUTY TOWN CLERK

James Overbury
CILCA BA (HONS)
dtc@framlingham.com

29th July 2021

MEMBERS OF THE TOWN COUNCIL:

**Cllr C Eastwood – Chair, Cllr S Garrett – Vice Chair, Cllr D Carter – Finance Chair
Cllr P Collins, Cllr J Culemann, Cllr S Davis, Cllr P Dean, Cllr T Higham, Cllr M Hine,
Cllr J Jones and Cllr N Williamson**

You are hereby summoned to attend a meeting of the **Town Council**
to be held on

Thursday 5th August 2021 at 7.00pm in St Michael's Rooms, Church Street, Framlingham
for the transaction of the business on this Agenda.

Public Attendance:

Members of the public and press are welcome to join the meeting in person and will be invited to speak under item **5.8** of the Agenda.

Please note this meeting may be recorded

Yours Faithfully,

Eileen A Coe (Town Clerk/Responsible Financial Officer)

Framlingham Town Council Meeting – Thursday 5th August 2021 at 7.00pm
Agenda

- 1. Apologies** – to receive and accept apologies for absence
- 2. Minutes of Previous meeting** – to be confirmed and signed as an accurate record
- 3. To consider any Dispensation requests received (Please note: requests must be sent to the Town Clerk in writing prior to the meeting)**
- 4. To receive declarations of interest** (please note declarations must be made verbally at the appropriate time and will be entered in the Interest Book.)
- 5. Adjournment** – the Chairman will adjourn the meeting for the following:
 - 5.1 Police Matters**
 - 5.1.1 Report on attendance at recent Police Meetings – Town Clerk**
 - 5.2 Report by County Councillor**
 - 5.3 Report by District Councillors**
 - 5.4 Report from PCC on the St Michael’s Rooms (Castle Community Rooms) project**
 - 5.5 Report from Castle Community Rooms Fundraising Committee Representative – Cllr M Hine**
 - 5.6 Report by Fairtrade Representative – Cllr M Hine**
 - 5.7 Report by Citizens Advice Bureau Representative – Town Clerk/RFO**
 - 5.8 Public Comment** – to receive and note comments from members of the public present, through the Chairman only
- 6. Reconvene** – the Chairman will reconvene the meeting:
- 7. Correspondence** – to consider any correspondence received for this meeting as detailed below:
 - 7.1 The Lanman Museum:**
Letter asking if the Town Council would like to nominate a Trustee
 - 7.2 HOUR Community:**
Email requesting that the Town Council endorse the World Health Organisations initiative on Age Friendly Communities.
- 8. Attendance at events, conferences and training:**
- 9. Covid Response:**
 - 9.1 Covid Response Team update:**
 - 9.2 To adopt the Framlingham Town Council Emergency Plan**
 - 9.3 To adopt the Framlingham Town Council Emergency Volunteer Handbook**

9.4 To retrospectively approve the cost of £119 from Leiston Press for 10x A4 and 4xA1 Correx Covid-19 Boards using the Covid-EMR 348

10. Planning and Environment Committee:

10.1 To note any planning decisions received prior to the meeting:

10.2 To consider any Planning Applications received prior to the meeting:

10.3 To approve the committee's recommendation that the grassed areas along Victoria Mill Road identified and supported by a submission from residents be nominated as an Asset of Community Value

10.4 To approve the committee's recommendation to nominate 10 Church Street and The Fens for the East Suffolk Council Quality of Place Awards

10.5 Matters of report and items of information only:

11. Communication, Events and Partnerships Committee:

11.1 To approve that the Christmas tree cost up to £2,850 be met by Budget 2205, 2208 and 2110 with the remainder from EMR 327 (Christmas)

11.2 To approve to use the Covid EMR 348 up to £2,000 for the Christmas Event 2021.

11.3 Matters of report and items of information only

12. Highways, Rights of Way and Parking Committee:

12.1 Matters of report and items of information only:

13. Development and Strategic Planning Committee:

13.1 To approve the committee's recommendation to accept the revised DSP Terms of Reference

13.2 Matters of report and items of information only:

13.2.1 Skills and Community Engagement Audit

14. Lands and Markets Committee:

14.1 To approve the committee's recommendation to accept the quotation of £900 from the G&P Contractor (no increase since 2011) to carry out the annual summer cut and rake of the wildflower area of the cemetery.

14.2 To consider communication relating to the town clock chiming at night

14.3 Matters of report and items of information only

14.3.1 Pageant Field Open Day – Sunday 29th August 2pm – 4pm

15. Framlingham Neighbourhood Plan Review Committee:

15.1 To report on meeting with Framlingham Medical Practice

15.2 Matters of report and items of information only

16. Finance and HR Committee:

16.1 To confirm BACS payments approved at the July meeting have been paid as agreed and the bank print out verified and signed by two Councillors.

16.2 To approve the payment of current invoices

16.3 To note the details of all Bank Accounts

16.4 Matters of report and items of information only

17. Matters of Report or Items for the next Agenda only:

18. Date and time of the next Full Council Meeting

Thursday 2nd September 2021 at 7.00pm – St Michaels Rooms, Church Street