

**Minutes of the meeting of the Town Council held at The St John Ambulance Westbury Centre, Fairfield Road, Framlingham on Thursday 4<sup>th</sup> July 2019 at 7.30pm.  
The Chairman advised that the meeting was being recorded.**

**1. Apologies:**

None received – all members present.

**Present:**

Cllrs: Mr D Beal, Mr D Carter, Mr P Collins, (Chairman) Mr S Garrett, Ms A Fisher, Ms M Hine, Mr C Eastwood Mr J Jones, Mr G Kitching, Mr J Simpson, Mrs P Wraight.

**In Attendance:**

Mrs Eileen Coe (Town Clerk/RFO), Mr James Overbury (Deputy Town Clerk), CCllr Burroughes, DCllr Cook and 49 members of the public.

**2. Minutes of Previous meeting:**

**214719** Cllr Eastwood observed that the previous minutes had omitted to record the Councillors present, and also proposed the addition of wording ‘with all in favour’ for item 8. This was amended by the Chairman and with these amendments Cllr Collins proposed that the minutes of the previous meeting be approved as an accurate record, which was seconded by Cllr Kitching with all in favour. The Chairman then signed the minutes.

**3. Dispensation requests received:**

None received.

**4. Declarations of interest:**

Cllr Collins declared an interest in item 13 (Payments) and signed the interest book.

**5. Adjournment:**

**514719** The Chairman proposed an adjournment for the following items which was approved.

**5.1 Presentation by St Michael’s PCC:**

Rev Sanders spoke to a power point presentation of the PCC’s plans for St Michael’s Rooms, which was attached to the file copy of the minutes. He outlined the history of the building and described the new proposed layout. He emphasised that the building was for the whole community for any legal and moral use. He stressed that the PCC was committed to providing a space for the community into the distant future. He told the meeting that the PCC was not looking to make a profit, but that the costs must be recovered. When the hall made any surplus funds some of the money would be used to maintain the hall: the financial projections suggest this could be about £9,000 a year.

Taking questions Rev Sanders explained the internal and external dimensions and pointed out the disabled facilities and storage areas. He was asked if surpluses built up whether these would be used by the PCC for purposes outside the supporting the Halls infrastructure. Rev Sanders said that the projections within the business plan peak at £9,000 a year which would be used for repairs and maintenance. He added that it would take some time to reach this point during which the PCC would be financially supporting the project, and there was always the risk that the hall would not make any surplus at all. When asked about parking arrangements he said that the plans allowed for 22 spaces for the hall. Rev Sanders ended by thanking the Town Council for the opportunity to speak.

**5.2 Police Matters:**

No report.

**5.3 Report by County Councillor:**

CCllr Burroughes provided his report which had been circulated prior to the meeting. He outlined the County Council’s plans to review services including bus transport and health visitors. He saw the need to prioritise early intervention for young people’s mental health services. He remarked that he was very glad to see the new town signs were in place and was grateful for the collaboration with the Town Council over their design and placement. Cllr Jones asked CCllr Burroughes to clarify the County’s position on electric vehicle charging points and if there were any funds available to support their placement. CCllr Burroughes said that within the overall aims of Greener Suffolk and the County Council’s ambitions to reduce their carbon footprint, that there will be opportunities for discussions around charging points and felt sure that some funding streams would be forthcoming. Cllr Simpson asked if he was aware of the Town Council’s ambitions for a bus service between Framlingham and Campsea Ashe station and if so, would he support it. CCllr Burroughes said that he was aware and that he would support all plans to improve public transport. The Chairman thanked CCllr Burroughes for funding the new Framlingham signs.

#### **5.4 Report by District Councillors:**

DCllr Cook provided a report, a copy of which had been circulated prior to the meeting. He had met the senior managers at East Suffolk Council regarding the Parking Strategy who were very impressed with the quality of work done by the Town Council on this project. He understood that the new parking regime would be in place early in the New Year. He reported that consultation had begun on the Northern bypass for Ipswich and also for the number and location of new housing developments across Suffolk. He felt that Framlingham had more than its fair share of new houses and hoped the plans would reflect that.

#### **5.5 Public Comment:**

A person asked whether the bus service to Woodbridge and Blaxhall would be cut. Cllr Collins replied that he believed it was at high risk and that was one of the reasons why the Town Council was looking to provide an alternative with the service to Campsea Ashe. The Chief Executive of the Hour Community said that many of the issues raised by the County and District Councillors were music to his ears. He welcomed the stance taken on electric vehicles as the Hour Community were looking to purchase an electric wheel chair adapted car. It was his understanding that if proposed regulations went ahead, operators, whose prime service was community transport would be restricted to a ten-mile radius of their base. He also welcomed the move to improve mental health services, particularly for young people. He told the meeting that the Hour Community is looking to apply for funding for a dementia and mental health support worker for the town, and hoped the Town Council would support this. He finished with giving advanced notice of the Hour Community AGM which was to be on 24<sup>th</sup> September at the St Johns Ambulance Centre. A person read out a statement from the Chair of the Residents Association. This focussed on the St Michael's rooms project and urged caution when drawing up the legal agreement to protect the hall for the community for years to come. The Chairman asked if these were the views of the Residents Association or the Residents Association Chair. The person confirmed that these were the views of the Chairman and not the whole of the Resident's Association.

#### **6. Reconvene:**

**614719** The Chairman proposed to reconvene the meeting, which was agreed.

#### **7. Correspondence:**

None for this meeting.

#### **8. Training/ Conferences/Events:**

**814719** Cllr Jones asked if the agenda was for the SLCC Annual Conference in Colchester was important enough for all three Council Staff to attend. The Town Clerk reported that it was. With that assurance the Chairman proposed that the meeting approve the cost of attendance at the SLCC Annual Conference and Training on 4<sup>th</sup> September for the Town Clerk, Deputy Town Clerk and Office Assistant @ £190.00 plus mileage (Colchester) which was seconded by Cllr Garrett with all in favour.

#### **Committee Recommendations and Business:**

#### **9. Planning Committee:**

##### **The following planning decisions were noted:**

**DC/19/1602/FUL - 1 Millers Way** Planning Permission Granted

**DC/19/1755/FUL – 7 The Knoll** Planning Permission Granted.

**DC/19/2166/FUL – 1 Manor Farm Cottages.** Planning Permission Granted.

##### **The following Planning Applications were considered:**

**DC/19/2423/LBC – 27 Castle Street** – Listed Building Consent; remove the render, repair the wall behind as necessary and re-render smooth rather than pebble-dash.

**914719** The Meeting SUPPORTED the application.

**DC/19/2493/ADI – Cooperative Supermarket, Market Hill** – illuminated Advertisement Consent: Elevational changes to customer entrances comprising new facias and signage.

**924719** The Meeting SUPPORTED the application.

##### **Referral of Planning Applications received prior to the meeting:**

None received.

##### **Planning matters of report/items of information only:**

Cllr Garrett reported on the analysis of the parking arrangements for the site at the Woodyard which had received planning permission. He said that whilst the number of spaces were numerically correct according to the guidelines, they included the parking space provided by the garages. He said that these were slightly smaller than the guidelines and that only a very small car would fit in them and be able to open its doors.

He also reported that the Thomas Mills High School had reported that Hopkins & Moore were receiving deliveries to their site opposite the school during the times when the children were arriving. The school, as did the Town Council felt that this imposed a significant safety risk and both the school and the Town Council had reported these

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to East Suffolk Council. The Town Council had also met with representatives from Hopkins homes who would look into the matter.

#### **10. Public Relations and Markets Committee:**

No business.

#### **11. Rights of Way, Highways & Lighting Committee:**

No business.

#### **12. Lands Committee:**

**1214719.** Cllr Collins proposed to approve the committee's recommendation to accept the cost of £900 for the strimming, raking and clearance of vegetation in the wildflower area of the cemetery (Annual Summer Cut) over a period of 4 weeks starting in August which was seconded by Cllr Eastwood with all in favour. It was noted that this was the same cost since 2011.

**1224719** Cllr Collins proposed to approve the committee's recommendation to accept the tender from MRC Ltd for the Pageant Field Pavilion Project (the Business Plan and Layout Plan had been circulated to Cllrs with the agenda) which was seconded by Cllr Kitching with all in favour.

**1234719** Cllr Collins proposed to retrospectively approve the cost of £605 for a replacement DVR for the CCTV system on the Pageant Field and following advice from the Town Clerk/RFO and transfer of £735.88 from EMR 228 to cover the cost, which was seconded by Cllr Jones with all in favour.

#### **13. Finance and Strategic Planning:**

**1314719** Cllr Jones confirmed the BACS payments approved at the June meeting had been paid as agreed and the bank print out verified and signed by two Councillors.

**1324719** The details of balances of all bank accounts were noted, including the new investment account.

A copy of the list of current invoices was provided to each Councillor. Current invoices put forward at the meeting had been checked and verified by the relevant Committee Chairman and were made available in the payments folder prior to the meeting.

**1334719** Cllr Jones proposed to approve the payment of current invoices which was seconded by Cllr Garrett and with one abstention due to interest, all were in favour.

#### **13.4 St Michael's rooms Project:**

Cllr Kitching outlined the progress and reported that a proposal was tabled to take it further. There was some debate on the proposal and it was agreed for it to be amended to include the words 'subject to a satisfactory legal agreement between the Town Council and the PCC'.

**1344719** With this amendment Cllr Kitching proposed to approve the committee's recommendation that the Town Council supports both the PCC in its work to redevelop St Michaels Rooms and the allocation of £700k of District CIL funds for the project, subject to a satisfactory legal agreement between the Town Council and the PCC, which was seconded by Cllr Jones and with one abstention all were in favour.

Cllr Kitching reported on the progress of the legal advice required to take the project forward. He proposed to amend the proposal to increase the cost of the legal advice to up to £2,000 as a result of the need for a face to face meeting with the solicitor. This would still leave £1,000 in the budget. This amendment was agreed.

**1354719** Cllr Kitching proposed to approve the committee's recommendation to seek further legal advice from Pretty's Solicitors up to the value of £2,000, which was seconded by Cllr Simpson and with one abstention all were in favour.

**1364719** Cllr Kitching proposed that due to the legal advice not yet been received that the two following proposals would be deferred to the August meeting which was seconded by Cllr Garret and with one abstention all were in favour.

*To approve the committee's recommendation subject to receiving legal advice that the Town Council approves the allocation of local CIL funds for the redevelopment of St Michaels Rooms up to the sum of £70K subject to match funding from the PCC.*

*To approve the committee's recommendation that the Town Council approves the legal agreement between FTC and PCC relating to the allocation of £70k of Local CIL funds,*

**1374719** Cllr Jones proposed to approve the committee's recommendation to accept the offer of a Square/Cashless devices funded by ESC and being made available by Framlingham Business Association free of charge (no transaction fees for the first £1,000 then 1.75% for swiping a card in person and 2.5% for 'card not present' sales) with no Contract to sign, which was seconded by Cllr Kitching with all in favour.

Cllr Jones noted that lease with the Library for the Town Council Office expires in March 2020. He observed that the office was too small for the number of staff and there was an opportunity to explore the possibilities of an office in the old Conservative Club. He proposed that the Town Council explore the opportunities and specifications and to discuss the possibilities with the Library, which was agreed.

Cllr Simpson asked for an explanation of the £25.00 BACS payment to SCC towards the license for the bunting. The Town Clerk reported that this is a part contribution (along with the Framlingham Business Association and local traders) towards the Licence for overhead bunting as required by SCC. Cllr Simpson observed that this was not a service which was paid for nor was it any material thing to be purchased; and thus, it was a tax. He questioned the authority of SCC to levy such a tax.

**14. Matters of report or items for next agenda only:**

Cllr Wright requested an agenda item to look at communication within the Town Council.

Cllr Beal reported that he had difficulty obtaining all the information required to make an informed decision on the complex subjects in debate. He had requested for this issue to be part of the agenda but it did not form part of it.

He added that he had requested to discuss the process of seeking professional advice given that two recent pieces of advice had been wrong. This too did not form part of the agenda for this meeting.

**15: Date of next Council meeting:**

The next Town Council meeting will be held on **Thursday 1<sup>st</sup> August 2019 at 7.30pm** in The St John Westbury Centre, Fairfield Road, Framlingham.

The meeting closed at 9:18pm.