

**DRAFT Minutes of the Meeting of Framlingham Town Council
held on Thursday 4th February 2021 at 7.30pm via Zoom.**

Present: Cllrs D Carter, P Collins (Chair), C Eastwood, T Higham, M Hine, J Jones, G Kitching, and P Wraight.

IN ATTENDANCE: Mrs E Coe (Town Clerk/RFO) Mr J Overbury (Deputy Clerk), CCllr S Burroughes and five members of the public.

1. **Apologies** were received and accepted from Cllr S Garrett, and DCllr Cook.

2. MINUTES OF PREVIOUS MEETING:

Cllr Collins proposed that the minutes of the previous meeting were an accurate record which was seconded by Cllr Jones with all in favour.

3. DISPENSATION REQUESTS RECEIVED

None received.

4. DECLARATIONS OF INTEREST

Cllr Jones declared a pecuniary interest in the Payments
Cllr Wraight declared a pecuniary interest in agenda item 14.1

The DTC entered these into the Interest Book.

5. ADJOURNMENT

The Chair proposed to adjourn the meeting for the following items which was agreed

5.1 Police Matters

The Town Clerk reported that the Police had sent a report which had been circulated. In addition, she had been in regular contact with the Police Inspector. It was noted that the Police are visiting key areas such as the skate park more regularly.

5.2 Report by County Councillor

Cllr Burroughes reported that he had sent his report to the Town Council and wished to add the following:

SCC would meet on the 11th February to set the budget for 21/22. It was anticipated that there would be an overall increase in Council Tax of 4%.

The local elections in May were still on schedule but there were doubts about how to achieve them under Covid-19 conditions.

A member of the public asked CCllr Burroughes if he had seen any improvements to the local test and trace system. Cllr Burroughes replied that he felt that the local test and trace was working well and was unaware of any problems locally. He added that there had been issues in Suffolk with the system used by some areas for notifying people of their opportunity to receive the Covid-19 vaccination but these were being addressed.

Cllr Hine asked CCllr Burroughes if he was aware of any residents experiencing difficulty or barriers in receiving the £500 Covid-19 grant for self-isolating. CCllr Burroughes said he did not have that information to hand and would try and establish the facts and report back.

5.3 Report by District Councillor

DCllr Cook had previously circulated his monthly report and update.

5.4 Report by Fairtrade Representative – Cllr M Hine

No business

5.5 Report from PCC on the St Michael's Rooms (Castle Community Rooms) project

A report had been circulated to Councillors.

The Representative from the PCC reported that Planning Permission had been granted and that the PCC were working towards the demolition of the old building and the construction of the new one.

5.6 Public Comment

The representative from Hour Community and the Mills Trust reported that they had spoken to the Co-op regarding their recent purchase of the former John Grose site, their intentions for it and an indication of the likely rental figure the CO-OP were looking to achieve.

He had made a freedom of information request to ESC regarding their expenditure of the S.106 funds on the new houses in Parham being developed by Orwell Housing Association. He would share the results with the Town Council once he had received them.

A resident asked if the Town Council had considered writing to the staff at the Co-op to thank them for their efforts and work during the lockdowns. She felt they had given the town sterling service under difficult conditions and this should be recognised. Cllr Collins agreed and Cllr Kitching suggested certificates of thanks be given as well as a letter –

similar to those given to the volunteers. Cllr Collins requested that the relevant committee action this.

A resident urged the Town Council to engage with the CO-OP regarding their recent purchase of the former John Grose site. Cllr Collins replied that this was already in hand and the Town Council were meeting a senior executive from the CO-OP next week.

6. RECONVENE.

The Chair reconvened the meeting.

7. ATTENDANCE AT EVENTS / CONFERENCES / MEETINGS ETC:

6.1 Cllr Collins proposed to spend £150.00 from budget 1134 for Cllr Higham to attend the SALC – New Councillor Course Modules 1-6, which was seconded by Cllr Kitching with all in favour.

8. CORRESPONDENCE

8.1 East Suffolk Council

Response to letter sent agreed by all Councillors regarding the S106 funding (New Road) advising that the Town Council's concern about the process is acknowledged and will be registered as a complaint so that correct procedures can be followed and a response provided as soon as possible.

Cllr Collins reported that the Town Council had received a reply which had been circulated to all Councillors. He remained disappointed in the overall tone, a view which was reflected by other Councillors. Cllr Wraight questioned the time line with reference to the award of the S.106 funds and Cllr Jones felt that the issues raised by Hour Community captured many of the issues and the Town Council should echo them.

812221 Cllr Jones proposed that the Town Council should make a freedom of information request to ESC based on the collation of the arguments set out by Mills Trust, a resident and the Town Council's own observations, which was seconded by Cllr Wraight with all in favour.

8.2 Resident

Email relating to the S106 funding (New Road)

Cllr Collins thanked the resident for his excellent analysis of the situation.

It was agreed that the Town Council would collate the issues, timeline, and facts raised and these would inform the content of the FOI request to ESC as previously agreed.

8.3 Nicola Jenner ESC

Email offering to attend a Full Council meeting to talk about her role in the ESC Communities Team.

It was agreed that Nicola be asked to attend the next Full Council meeting (starting earlier at 7:00pm) to speak to the Town Council and she would be asked if she would be prepared to speak to the public during the meeting.

9. COVID RESPONSE TEAM UPDATE – CLLR G KITCHING

Cllr Kitching reported that the statistics reveal a steady reduction in infections. The Covid-19 team had continued its efforts with new signage in the town, a new edition of Fram at Home and continued meetings with people involved in the efforts to support the town, in particular Hour Community. He added that he would talk to them about the certificate for the CO-OP staff.

Cllr Carter asked if he was aware of anyone over the age of 80 who had not received notification of inoculation. Cllr Kitching replied that he had not but that he understood that some people were hard to reach but the efforts to reach them were comprehensive, but if he became aware of any, he would pass this information to the relevant people.

Cllr Hine noted that with the potential lack of foreign holidays it was anticipated that there would be more visitors and tourists in the town over summer.

10. PLANNING COMMITTEE:

10.1 The Following planning decisions had been received:

DC/20/5044/FUL
Demolition of Church Hall and erection of new community building
St Michael's Rooms Church Street
Planning Permission Granted – FTC Supported.

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

None for this meeting

10.3 Matters of report, items for information only:

It was noted that frustrations are still being felt with the electronic planning system

11. PUBLIC RELATIONS AND MARKETS COMMITTEE:

1112421 Cllr Hine proposed to approve the committee's recommendation to accept the revised Market Regulations following the annual review with no changes to the current market rents for 2021/2022., which was seconded by Cllr Kitching with all in favour.

1122421 Cllr Kitching proposed to approve the committee's recommendation that 'Home View Surveillance Ltd be the preferred bidder for the town's CCTV Contract, which was seconded by Cllr Eastwood with all in favour.

11.3 Matters of report, items for information only

Cllr Hine reported that the Website Working Group had held its first meeting and that others were planned.

Topcat media are working on a new version of the Website on a new server – the DTC would send the link to all councillors.

12. RIGHTS OF WAY, HIGHWAYS AND LIGHTING COMMITTEE:

12.1 Matters of report, items for information only

Cllr Eastwood reported that the Town Council were still waiting on progress at The Elms Car Park.

Cllr Eastwood reported that members of the committee had revived discussions with ESC regarding on street parking.

Work had begun on considering replacing the FTC owned sodium street lights with LED operated ones.

13. LANDS COMMITTEE:

1314221 Cllr Collins proposed to approve the committee's recommendation to accept the quotation from Kindewood for the work to a veteran oak on the Fens as recommended following a picus test report, at a cost of £385.00, with a transfer of £500 from Budget 1506 and £300 from Budget 1512 to Budget 1613, to cover costs for tree works agreed but not yet invoiced, which was seconded by Cllr Kitching with all in favour.

Cllr Hine asked if any large logs and wood were to be left in situ for wildlife. Cllr Collins replied that this would not be possible on this occasion.

13.2 Matters of report, items for information only:

Cllr Collins reported that both the Pageant Field and the Fens were extremely wet and in places waterlogged. It was being investigated whether it would be prudent to extend the Pageant Field drive further in to the field, and whether improved draining was required.

14. STRATEGIC PLANNING COMMITTEE:

Cllr Wraight went into the waiting room

Cllr Jones proposed to approve the committee's recommendation to accept the application for £7,495 of Local CIL funds to be given to HOUR Community towards a replacement wheelchair accessible vehicle (WAV), which was seconded by Cllr Kitching with all in favour.

Cllr Wraight returned to the meeting.

14.2 Matters of report, items for information only

Cllr Jones reported that the members of the committee were discussing the work to update the Neighbourhood Plan and the work on the FIIP (Investment infrastructure programme)

Cllr Jones reported that a meeting had been held with ESC regarding cycling and walking strategies. This aided the efforts of the RoWH&L Committee whose members also attended the meeting.

A meeting had been held with the Sports Club over their long-term plans, and Cllr Jones noted that these were very early discussions.

Cllr Jones reported that members of the Town Council were meeting with senior management of the Co-op next week.

15. FINANCE COMMITTEE:

Cllr Carter confirmed the BACS payments approved at the January meeting have been paid as agreed and the bank print out verified and signed by two Councillors.

A copy of the list of current invoices had been circulated to all Councillors prior to the meeting and would be published on the website when approved.

1512421 Cllr Carter proposed to approve the payment of current invoices which was seconded by Cllr Eastwood and with one abstention due to Interest all were in favour.

15.3 Cllr Carter reported that the Town Clerk/RFO had circulated a copy of the balances of all bank accounts, to all Councillors prior to the meeting and the details were noted.

1522421 Cllr Carter proposed to approve the committee's recommendation to open a Nationwide Savings Account and deposit a sum equivalent to the amounts held in the two accounts with HSBC maturing on 21st January 2021, totalling £70,434.67, which was seconded by Cllr Jones with all in favour.

Cllr Carter asked for two signatories for this account and Cllrs Jones and Eastwood volunteered and this was agreed.

1532421 Cllr Carter proposed to approve the committee's recommendation to pay for an eye test for all staff along with a contribution of £55 towards glasses if specifically needed for VDU work, on production of an optician's prescription, which was seconded by Cllr Wraight with all in favour.

15.6 Matters of report, items for information only

None.

The Chair proposed a resolution to exclude the press and public will be passed by virtue of the Public Bodies (Admissions to Meetings) Act 1960 s1 (2) for item 15.8 because of the confidential nature of the business to be transacted, which was agreed.

Members of the Public, Press and Deputy Town Clerk left the meeting.

15.8 Employment Matters:

Confidential

Members of the Public, Press and Deputy Town Clerk were invited to return to the meeting.

16. MATTERS OF REPORT OR ITEMS FOR THE NEXT AGENDA ONLY:

None.

17. DATE OF NEXT FULL COUNCIL MEETING

Thursday 4th March at 7.30pm

Meeting closed at 22.10