

FRAMLINGHAM TOWN COUNCIL

Minutes of the meeting of the Town Council held Via Zoom on Thursday 6th August 2020 at 7.30pm.

The Chair advised that the meeting was being recorded.

1. Apologies

Apologies were received and accepted from DCllr Cook

Present: Cllr D Beal, Cllr P Collins – Chair, Cllr S Garrett – Vice Chair, Cllr D Carter – Finance Chair, Cllr C Eastwood, Cllr M Hine, Cllr J Jones, Cllr G Kitching, and Cllr P Wraight

In Attendance: Mrs Eileen A Coe (Town Clerk/RFO), Mr James Overbury (Deputy Clerk), CCllr S Burroughes, and 9 members of the public.

2. Minutes of Previous meeting

The Chair noted that there were two minor amendments required in item 4; ‘Personal’ was to be added to Cllr Eastwood’s interest, and ‘Pecuniary’ to Cllr Jones interest. These were agreed.

216820 The Chair proposed that, with the above amendments, the minutes of the July meeting (circulated in draft form prior to the meeting) be approved as an accurate record of the meeting which was seconded by Cllr Jones with all in favour.

3. Dispensation requests received:

None received.

4. Declarations of interest

Cllr Eastwood declared a Personal Interest in item 14 and the Deputy Clerk initialled the Interest Book as requested.

5. Adjournment

516820 The Chair proposed to adjourn the meeting for the following items, which was approved.

5.1 Police Matters

No report.

5.2 Report by County Councillor

Cllr Burroughes reported that he had circulated his report and wished to draw attention to two items within it. He highlighted the continued publicity over the wearing of face coverings and the District’s efforts to inform the public of the changes to the regulations. He drew attention to the ‘on line dashboard’ detailing the level of infection of Covid-19. CCllr Burroughes moved to alert the Town Council over some of the cycling and walking initiatives the District Council had been supporting, as a result of additional government funding. He noted that in some parishes whole areas had been pedestrianised and urged the Town Council to look at these developments in the light of what could be done in Framlingham in line with the various projects to improve cycling and walking routes in the town. He said he still had some locality funds available and hoped there would be more applications from the town. He reported on the Community Partnership meeting he attended on behalf of the District Council and looked forward to this progressing. The Chair then called for questions to be put to the County Councillor. Cllr Kitching reported that the Town Council had made a number of efforts to have sight of the Covid-19 County Emergency Plan but had not received it. He asked for CCllr Burroughes help in obtaining a copy. He felt it was vital that the town knew what its role was, and felt that towns and parishes needed to be briefed by County, so they knew what they could or should do, well in advance of any second wave of the virus. CCllr Burroughes replied saying he would seek for this to happen. Cllr Jones informed CCllr Burroughes that a date had been set for the next meeting of the Community Partnership where he hoped to progress the issues pertinent to Framlingham.

5.3 Report by District Councillor

DCllr Cook had given his apologies to the meeting and there was no Report.

5.4 Report by Fairtrade Representative – Cllr M Hine

No update.

5.5 Report from PCC on the St Michael’s Rooms project

The representative from the PCC advised that they had sent a written report in advance of the meeting, which had been circulated to all Councillors. He outlined the report and reiterated the request from the PCC for a meeting between them and all Councillors.

5.516820 At this point the Chairman proposed bringing forward agenda item 15 to follow public comment, which was agreed.

5.6 Public Comment

A member of the public congratulated the Town Council on using social media to inform the public – in particular about the opening of the Play areas at the Pageant Field. She added that she could not understand the economics of providing flower tubs but not filling them with quality flowers that were well cared for. She requested to learn from the Town Council what was the cost of the flowers for the tubs. The Chair replied by stating that this would be provided for her. She continued by asking why the play area at the Pageant Field had not been cut (and there was

sawdust left over from tree work) when the field had been cut, she added that she was also concerned at the lack of hedge cutting on the Pageant Field. The Chair replied and informed the person that the Town Council would seek to get the play area cut. The person concluded by asking whether the CCTV installed at the Pageant Field had captured any images of the people who were responsible for the recent vandalism of the Pavilion. The Chair replied by saying that the CCTV had captured the incident and this had been passed to the police. Three members of the public spoke in favour of the proposed Pétanque (Boules) pitch being considered for the Pageant Field. The representative from the Sir Robert Hitcham's Almshouse Charity introduced himself to the meeting as it had been expressed at the March 2020 meeting that Councillors were not aware of who he was. The person hoped his introduction would aid the Town Council's deliberation of his nomination to continue for another term of office as a Trustee of the SRH Almshouses. The representative from Hour Community told the meeting that the Hour Community were distributing certificates of thanks to their volunteers, he also expressed concerns relating to the revised cost of SMR replacement. The representative from the Residents association was interested to learn of the Town Council's position on Sizewell C and asked whether the Town Council had factored in to their deliberations the issue of significant foreign investment in such a large infrastructure project. Turning to St Michael's Rooms the representative observed that the revised budget of £1M was for a smaller building. He noted that the old theatre opposite the hall had been acquired by the owners of the Con Club, and that this building could possibly perform the same function as the proposed development on the St Michael's Rooms site for far less investment. He asked whether the revised cost could be capped at £1M and whether it was possible for East Suffolk Council to ring fence the £700k CIL funds they had allocated to the project for use in Framlingham should the current project fail. He called for the Town Council to work with East Suffolk Council to achieve this.

6.Reconvene – The Chair Reconvened the meeting.

At this point the Chair asked for Cllr Kitching to bring forward agenda item 15.

(15) SMR Update – Cllr Kitching.

Cllr Kitching read from his report into the background of the SMR project and described the legal complications and restrictions on Parish Council's using their capital to support Church owned projects as provided for within the 1894 Local government Act. Cllr Beal reported that he had concerns that the legal advice the Town Council had received was conflicting in nature. Cllr Garrett felt that the advice was not in conflict as the solicitor giving the advice was aware of the previous advice given.

Legal Advice

To consider advice received from the Town Council's Solicitor on the legal position in relation to CIL (Circulated to Councillors with the Agenda)

1516820 Following on from the debate above Cllr Kitching proposed that the all Town Councillors meet with the PCC within in the next two weeks to discuss the issue, which was seconded by Cllr Garrett with all in favour.

Cllr Garrett suggested that the Town Council ask Pretty's to confirm that the recent advice took notice of the previous advice to ensure clarity. This was agreed.

7. Correspondence

7/1 Greener Fram - Email relating to request for the support of Framlingham Town Council for the Local Electricity Bill. (see: <https://powerforpeople.org.uk/>)

Cllr Hine reported on the background of the scheme. Cllr Jones proposed to place this issue onto the Strategic Planning Committee Agenda, which was agreed.

7/2 Sir Robert Hitcham's Almshouse Charity (deferred from March F/C meeting)- Letter requesting that the Town Council nominated Trustee (Mr J Schofield) continues for a further term of office of four years

7216820 Cllr Collins proposed that the Town Council nominated Trustee on the Almshouses continue in office for another four years, which was seconded by Cllr Hine with all in favour.

7/3 Resident - Verbal request from members of the public concerning opening hours of the Town Council Office.

The Town Clerk reported that a risk assessment had been undertaken on the office and a rota had been created to cover the office opening hours. It was planned that the office would be open between 10 and 4pm (with an hour closed for Lunch 1-2PM) from 1st September on Tuesdays and Thursdays.

7/4 EPC4 - Communities Framework and the Devolution White Paper (email forwarded to Councillors)

Deadline for responses to NALC - 17th August

Cllr Collins reported that this had been received at short notice and it was agreed to ask NALC for an extension to the deadline for comments.

8.Statement relating to Sizewell C (Circulated to Councillors with the agenda)

This had been subject of some consideration via email. Cllr Hine had made a final edit and Cllr Collins proposed to release this statement, which was seconded by Cllr Hine with all in favour.

9. Statement regarding letter sent direct to all Councillors by a resident. (Circulated to Councillors with the agenda).

Cllr Collins reported that he is seeking clarification on a legal point and would bring back the issue once he had received this.

10. COVID-19 Response Team Update – Cllr Kitching

Cllr Kitching reported that the Team were now looking to Spring/Summer 2021 for a potential relaxation of the crisis. The Covid-19 team had met with the Cocoon Leaders recently and had updated the risk log. The Team was in good shape and would be ready should any local or national lock downs be in force in the future. Cllr Kitching continued by stating that it was expected that the Team would liaise with the surrounding parishes in an attempt to be briefed by the County on what part local agencies would play in any further developments with the pandemic. Cllr Kitching concluded by noting that he would be seeking a budget in September so that the Town Council was prepared to act should the town be locked down in the future.

Committee recommendations and business:

11. Planning Committee:

Planning Applications received prior to the meeting:

1116820 DC/20/2619/FUL – Land and buildings at Lampard Brook Farm, Kettleburgh Road – 12th August

Change of use of Lampard Brook Farm Barns and associated outbuildings from agriculture to offices (B1) and residential (C3) in association with the applicant's television and film distribution business. Renovation and alterations to the barns and outbuildings relating to the proposed changes of use.

Cllr Garrett proposed to SUPPORT this application, along with the Listed Building consent below, which was seconded by Cllr Eastwood with all in favour.

DC/20/2620/LBC - Land and buildings at Lampard Brook Farm, Kettleburgh Road– 12th August

Listed Building Consent for change of use of Lampard Brook Farm Barns and associated outbuildings from agriculture to offices (B1) and residential (C3) in association with the applicant's television and film distribution business. Renovation and alterations to the barns and outbuildings relating to the proposed changes of use.

This was SUPPORTED with 2619 above.

1136820 DC/20/2684/OUT – 8 College Road– 12th August

Outline Application (some Matters Reserved) for construction of one detached two-bedroom dwelling

Cllr Garrett proposed the Town Council OBJECT this application due to inadequate access, not enough parking to meet the County standards and over development, which was seconded by Cllr Beal with all in favour.

1146820 DC/20/2811/FUL and DC/20/2404/LBC – 2 Yew Tree House, Badingham Road – 13th August

Listed Building Consent – Yew Tree House is timber framed and rough-case rendered with roofs in a mixture of glazed and red clay pantiles. The former farmhouse was built in the late 16th century and has since been divided into two. The proposal is to remove the existing privet-style hedge that marks the front boundary between the two houses, planted in the 1960's. The hedge is approximately 4ft 6ins high, 2ft wide and 46ft long and has become unwieldy, bulges in places and does not reach the front boundaries of the property. After taking advice from East Suffolk Conservation Office, the replacement natural planed wood picket fence will be 4ft high and 50 ft long. The fence will be treated with Alkaline Copper Quat to protect it against decay, rot and insect attack without the use of harmful chemicals. The hedge will be removed later summer to avoid disturbing any nesting birds. Cllr Garrett proposed to SUPPORT this application which was seconded by Cllr Eastwood with all in favour

1156820 DC/20/2758/FUL – 6 Station Road – 14th August

Construction of a single storey rear extension (Re-submission withdrawn application DC/20/0630/FUL

Cllr Garrett proposed to SUPPORT this application which was seconded by Cllr Kitching with all in favour.

Correspondence:

Email regarding proposed Off-Shore Wind Farm – deferred to Full Council by Planning Committee

Cllr Hine noted that the Town Council could create a similar response to that it made regarding Sizewell C. This was agreed as was the Town Council registering its interest. It was agreed that Cllrs Garrett, Hine and Collins would formulate a response and bring this back to Full Council.

Matters of report/items of information only

Cllr Garrett reported on the proposed development by LeaperLand along Victoria Mill Road. The Deputy Clerk confirmed that LeaperLand had emailed the Town Council advising that they were writing to residents.

12. Public Relations and Markets Committee:

1216820 To consider whether or not to proceed with the Firework Spectacular provisionally booked for 7th November 2020. (deferred from last meeting)

Cllr Garrett proposed to cancel the Firework Spectacular and to make this known in the town, which was seconded by Cllr Kitching with all in favour.

1226820 Cllr Garret proposed to pay for one page Covid-19 information in Framfare at a cost of £25 every other month using Budget 2105, which was seconded by Cllr Kitching with all in favour.

Matters of report/items of information only

Cllr Garrett reported that the Committee were looking at website transparency and the overall requirements for the website, and would report back in September. Cllr Hine reported on the Community Partnership meetings. Task forces had been set up to look at projects for funding.

13. Rights of Way, Highways and Lighting Committee:

Matters of report/items of information only

Cllr Eastwood reported that Parking Meters had been installed but there was no date for them to be switched on. It was agreed that he would draft a form of words aiming at explaining the situation to local people and this would be published on the website.

14. Lands Committee:

Cllr Eastwood outlined the research he had conducted into providing a Pétanque (Boules) Pitch on the Pageant Field.

1316820 Cllr Collins proposed to accept the quotation of £6671.40 + VAT from Roger Gladwell Landscape and Design for the provision of a Pétanque (Boules) Pitch on the Pageant Field, to be funded by an application to the ESC Sports Space Fund, which was seconded by Cllr Carter, and with one abstention due to Interest all were in favour.

This quotation was chosen as it was a local company which had a more professional and co-ordinated approach to the work. The quotation exactly matched the specification with the preferred surface and quality of construction.

Matters of report/items of information only:

Cllr Collins reported that one of the toilets was open on the Pageant Field and that the new motorcycle see saw had been installed. He concluded by reporting that there were requests beginning to be made for the hiring of the Pavilion.

15. Strategic Planning Committee:

SMR Update – Cllr Kitching

This item was considered earlier in the meeting.

Legal Advice

To consider advice received from the Town Council's Solicitor on the legal position in relation to CIL (Circulated to Councillors with the Agenda)

This item was considered earlier in the meeting.

Matters of report/items of information only:

None.

16. Finance Committee:

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 Town Council Chair and Finance Chair prior to the meeting.

1616820 Cllr Carter confirmed the BACS payments approved at the July meeting have been paid as agreed and the bank print out verified and signed by two Councillors.

1626820 To note the details of all Bank Accounts

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

1636820 Cllr Carter proposed to approve the payment of current invoices which was seconded by Cllr Jones and with 8 votes in favour and 1 against the motion was carried.

1646820 Cllr Carter proposed to withdraw the following motion which was agreed: To approve the Committee's recommendation that if the Town Clerk/RFO was able to establish with NS&I that the funds could be invested with them, that £329,931.77 in the HSBC CIL account would be transferred to them, subject to satisfactory confirmation of instant access and acceptable interest rate.

1656820 Cllr Carter proposed to approve the Committee's recommendation that if the above was not possible to confirm this or it was not possible to invest the funds with NS&I, that £285,000 of the £329,931.77 in the HSBC CIL account would be transferred to a 3 month investment account with HSBC in order to obtain an interest return on it, which was seconded by Cllr Jones and with 8 votes in favour and 1 against the motion was carried.

1666820 Cllr Carter proposed to approve to withdraw the following motion which was agreed: to approve the committee's recommendation to accept the cost of £600 for an Interim Audit to be carried out by SALC, using Budget 1115. It was agreed that the Town Clerk seek testimonials from other Councils who had used this service and to understand its effectiveness and value for money.

1676820 Cllr Carter proposed to approve the committee's recommendation to accept the review of the Terms of Reference for Committees and Sub-Committees (on Private Page of the Website), which was seconded by Cllr Garrett with all in favour.

Matters of report/items of information only

None.

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

Cllr Wraight informed the meeting she had attended the FAYAP AGM and also visited their new meeting room at 10 Church Street.

18. Date of next Full Council Meeting

Thursday 3rd September at 7.30pm

The meeting closed at 10:22pm