

## FRAMLINGHAM TOWN COUNCIL

**Minutes of the meeting of the Town Council held Via Zoom on Thursday 3<sup>rd</sup> September 2020 at 7.30pm.**

**The Chair advised that the meeting was being recorded.**

### **1. Apologies:**

Apologies were received and accepted from Cllr Wraight, CCllr Burroughes and 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 and Cllr G Kitching.

**In attendance:** Mrs Eileen A Coe (Town Clerk/RFO), Mr James Overbury (Deputy Clerk), and six members of the public.

### **2. Minutes of Previous meeting:**

The Chair noted that item 1516820 was correctly recorded in the minutes but the circumstances of a Zoom meeting resulted in a vote rather than a suggestion as would have normally happened during face to face meetings.

**21030920** The Chair proposed that the minutes of the August meeting (circulated in draft form prior to the meeting) be approved as an accurate record of the meeting which was seconded by Cllr Kitching and with one abstention all were in favour.

### **3. Dispensation requests received:**

None.

### **4. Declarations of interest:**

None.

### **5. Adjournment:**

**51030920** The Chair proposed to adjourn the meeting for the following items, which was approved.

**5.1 Police Matters:** A written report had been received and circulated to all Councillors prior to the meeting.

**5.2 Report by County Councillor:** No report.

**5.3 Report by District Councillor:** No report.

**5.4 Report by Fairtrade Representative – Cllr M Hine:** No report.

**5.5 Report from PCC on the St Michael's Rooms project:** no report.

#### **5.6 Public Comment:**

The representative from Hour Community and the Mills Charity noted that the Town Council were to consider the planning application submitted by Hour Community for the Men's Shed at the old bacon factory during the meeting. He hoped that the Town Council would support this application. A resident was concerned at the amount of money being spent on legal advice regarding the St Michael's Rooms project.

They also urged the Town Council to contact the vendors of the old John Grose site on Station Road to ascertain whether it was feasible for the Town Council to purchase the site for community use. Cllr Beal reported that he had contacted the estate agent and had been told that a sale had been agreed. A resident was concerned about the level of spending on new flower tubs when there were vessels in existence – such as the bikes that were used last year – and using the planters already in the Town Council's possession would save money. The representative from the Resident's Association noted that there was an agenda item proposing to spend more money on the St Michael's rooms project. He believed that every construction project over ran its budget and wondered what would happen if the project required more funds. He felt that the project was being drip fed money and hoped that that it would not be a never ending drip – he hoped the Town council would clarify the position. He also asked whether the Town Council would now fund other

Churches in the town and whether the Town Council's financial support for the St Michael's Rooms had set a precedent. A resident spoke about the proposed Sizewell C Nuclear Power Station and the current planning process. She noted that this was the last chance to register as an 'interested party' and urged the Town Council to make a 'relevant representation' in order for it to achieve that status and monitor the planning process closely. Cllr Garrett said he would investigate the issue and place it on the next agenda for the Planning Committee. A resident noted that on 4<sup>th</sup> June 2020 the Town Council adopted its Investment Strategy and last month the Town Council approved keeping all its cash in the HSBC bank. He asked why National Savings and Investment had not been considered as it offered a higher rate of interest and was very secure. He also asked why, in the light of HSBC supporting the new laws in Hong Kong, which have been recognised by the UK government as being a breach of Human Rights, the Town Council was investing in this bank. Cllr Carter replied by stating that, as a Town Council, it was ineligible to invest in NS&I, and that HSBC held the highest credit rating for UK banks.

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

**61030920** The Chair reconvened the meeting.

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

None.

#### **8. St Michaels Rooms (SMR)**

**813920** Cllr Kitching reported that he had hoped to move agenda item 843920 during the meeting but due to conflicting legal advice this was not possible until the Town Council had received confirmation from ESC that the Town Council's investment in the project was legal and valid and not open to a challenge. He hoped this would be achieved in time for the motion to be considered at the October Full Council meeting. After some debate, Cllr Garrett questioned whether the meeting could take a straw poll of Councillor's views rather than a vote. The Town Clerk advised against that approach.

**823920** To consider a proposal that Framlingham Town Council supports the expenditure of up to £500 + VAT on legal advice to clarify the contradicting advice given, does the 1976 act override the prohibition of contribution in the 1894 act, or should we follow their latest advice and adhere to the position of SLCC and NALC and not contribute to the works to a church building. If we can contribute, what restrictions of fund would apply.

Following some debate on the motion, Cllr Beal proposed an amendment to the motion, there being no seconder to the amendment the motion was withdrawn.

**833920** To agree a transfer of funds from Budget 1138 GDPR of £500 to Budget 1129 Legal, to support the above proposal.

This motion was withdrawn.

**843920** To consider a proposal that Framlingham Town Council agrees to pay additional funding of £56K from Local CIL Funds to Framlingham Parochial Church Council to provide facilities for St Michaels Community Rooms pursuant of the Town Councils powers under S.19 of the Local Government (Miscellaneous Provisions) Act 1976. This is subject to a Legal Agreement stipulating the requirement of the PCC to match fund the Town Council contribution, with a duration ending on 31<sup>st</sup> December 2049, repayment and mediation provisions in the event of a breach of the Legal Agreement and such other terms as the Town Council has been legally advised as reasonable and prudent to include in the agreement.

This motion was withdrawn.

#### **9. COVID-19 Response Team Update:**

Cllr Kitching reported that he had circulated his weekly report that day and had nothing further to add.

## **Committee recommendations and business:**

### **10. Planning Committee:**

#### **The following planning decisions received prior to the meeting were noted:**

- **DC/20/2383/FUL** - Elm View Kettleburgh Road IP13 9SD- Two storey rear extension, front porch extension and minor external alterations - ESC Permitted - FTC Supported
- **DC/20/2475/FUL** - 22 Danforth Drive IP13 9HH - Alterations and additions to enlarge the dwelling house to accommodate 5 children and 2 adults - ESC Permitted - FTC Supported
- **DC/20/1753/VOC** Land At Walnut Cottage New Street IP13 9RF - ESC Permitted - FTC Objected. Cllr Garrett noted that there was yet to be a proper process for FTC to engage in any further consideration of planning applications it objected to within the ESC planning process. Whilst the Deputy Clerk always contacted ESC in cases where it objected to an application and to establish what the District Council was minded to decide, there were times when ESC either had not made up its mind or were unavailable for comment. He proposed that the issue be discussed at the next Planning Committee which was agreed.
- **DC/20/2758/FUL** – 6 Station Road – construction of single-storey rear extension (re-submission withdrawn application DC/20/0630/FUL) – ESC Permitted – FTC-Supported
- **DC/20/1703/FUL** – Brik Kiln Cottage, Kettleburgh Road, IP13 9SD. Change of use from agricultural to equestrian. ESC Permitted – FTC Supported.

#### **The following Planning Applications received prior to the meeting were considered:**

- **DC/20/2876/FUL** 23 Danforth Drive IP13 9HH - proposed alterations and extensions. This application had been withdrawn before the meeting.
- **DC/20/2986/FUL** The Old Bacon Factory IP13 9LL-Temporary siting demountable accommodation - for use by Hour Community Charity.  
Cllr Jones asked if planning permission was granted how long would the temporary buildings be allowed to be on site.  
**101030920** In response Cllr Garrett asked permission from the Chair to adjourn the meeting to ask a question from Hour Community. This was agreed. Hour community confirmed that the permission would last for five years.
- **102030920** Cllr Garret, through the Chair, reconvened the meeting.
- **103030920** Cllr Garrett proposed to SUPPORT this application which was seconded by Cllr Kitching with all in favour.
- **DC/20/3090/LBC** 29 Fore Street IP13 9DD – Apply lime render to part front elevation  
**104030920** Cllr Garrett proposed to SUPPORT this application which was seconded by Cllr Eastwood with all in favour.
- **DC/20/3202/FUL** The Oaks High Road IP13 9RR - Rear and Side Extensions  
**105030920** Cllr Garrett proposed to SUPPORT this application which was seconded by Cllr Eastwood with all in favour
- **DC/20/3051/CLP** 17 Mayhew Road IP13 9FF - Certificate of Lawful Use (Proposed) - Proposed alteration to existing garage to incorporate home office and wc/storage facilities.  
**106030920** Cllr Garrett proposed to OBJECT to the application on the grounds it would reduce the available parking for a dwelling of this size to below the County guidelines and there was insufficient alternative parking in the vicinity, which was seconded by Cllr Eastwood with all in favour.

#### **Matters of report/items of information only:**

None

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

### **Matters of report/items of information only:**

Cllr Garrett reported that there had been no meeting during July and that the issue of the Website was to be placed on the September agenda.

## **12. Rights of Way, Highways and Lighting Committee:**

### **Matters of report/items of information only:**

Cllr Eastwood reported that the various programmes of works were progressing very slowly.

## **13. Lands Committee:**

### **Matters of report/items of information only:**

None.

## **14. Strategic Planning Committee:**

### **Matters of report/items of information only:**

Cllr Jones reported that he had collated the information gathered during the strategic review and was now editing the content to remove duplications. He hoped to present the condensed version at the next meeting of the Strategic Planning Committee. Following that he hoped to be able to set a date for the next strategic planning workshop. He reported on the successful meeting with the ESC Housing enabler where ESC had granted a 'local lettings policy' for the new social housing being built in the town. This would give local people more of a chance in securing tenancies in these dwellings which was a major achievement. He thanked the Deputy Clerk for his expert knowledge of the allocation process which led to this dispensation by the District Council. Cllr Jones concluded by reporting that the Community Partnership Project – CPA – is ongoing and he and Cllr Hine were on task and finish groups.

## **15. 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.

**1513920** Cllr Carter confirmed BACS payments approved at the August meeting have been paid as agreed and the bank print out verified and signed by two Councillors.

**1523920** 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 of the list of current invoices had been circulated to all Councillors and would be published on the website when approved.

**1533920** To approve the payment of current invoices. With regard to a query relating to the latest invoice from Anglia Telecom, Cllr Garrett questioned whether a meeting had been arranged to discuss the Anglia Telephone Contract. The Town Clerk reported that this had yet to be arranged. The Chair requested that the Town Clerk, Deputy Town Clerk and Cllr Garrett meet to discuss the contract, which was agreed. Cllr Carter proposed to approve the payment of current invoices which was seconded by Cllr Jones and with 7 votes in favour and 1 against the motion was carried.

**1543920** Cllr Carter noted the successful conclusion of the External Audit by PFK Littlejohn LLP and thanked the Town Clerk/RFO for her work on this and for ensuring that there were no additional charges.

Cllr Jones requested that Cllr Carter explain the statement which the external auditor had made in their report regarding an apparent inconsistency between a response given by the Town Council on the Annual Governance Statement and a response given by the internal auditor. Cllr Carter explained that councillors had voted to provide a "No" response to Assertion 1 on the Annual Governance Statement re effective financial management, together with a full explanation of the reasons why, to reflect that a written Annual Investment Strategy had not been in place during 2019/20. The internal auditor had provided a "Yes" answer to Assertion A on the Annual Internal Audit Report re maintenance of appropriate accounting records. The external auditor's statement indicated that they considered these two responses to be inconsistent, which was noted. Cllr Carter explained that this comment was included in the section of the External Auditors Report relating to matters not affecting the external audit opinion.

**Matters of report/items of information only:**

None.

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

Cllr Kitching reported that the CCTV tender process would start the following week.

Cllr Eastwood reported that he and Cllr Kitching attended a presentation on intergenerational housing.

Cllr Hine reported she had completed a further analysis of the survey relating to traffic and this would form an agenda item at the next meeting of the Strategic Planning Committee.

Cllr Jones raised the issue of Hour Community hub at Saxtead Road and it was agreed to form an agenda item at the October meeting of the Full Council.

**17. Date of next Full Council Meeting**

**Thursday 1<sup>st</sup> October at 7.30pm**

The meeting concluded at 9:30pm.