

**Framlingham Town Council**  
**Minutes of the Lands Committee Meeting held via Zoom**  
**on Wednesday 20<sup>th</sup> January 2021 at 7pm**

All documents relating to this meeting were made available to Councillors (Cllrs) in advance

**1. APOLOGIES:**

None, all present.

**2. Present:**

Cllr D Carter, Cllr P Collins (Chair), Cllr T Higham, Cllr C Eastwood, Cllr G Kitching

**3. In attendance:**

Eileen A Coe (Town Clerk/RFO)

**4. DECLARATIONS OF INTEREST:**

None.

**5. PUBLIC COMMENT:**

None.

**6. MINUTES OF PREVIOUS MEETING:**

**61200121 - Cllr Collins proposed** the minutes of the meeting held on Wednesday 16<sup>th</sup> December 2020 (circulated in draft form prior to the meeting), be approved as an accurate record, which was seconded by Cllr Kitching with all in favour.

Cllr Collins signed the file copy of the minutes.

**7. Cemetery:**

**7.1 Cemetery gates:**

**The Town Clerk was requested** to chase a response from the Blacksmith and report back to the next meeting.

**7.2 Headstone Survey Actions report:**

**The Town Clerk reported** that all identified work had been completed.

**8. Trees:**

**8.1 Churchyard Tree Schedule:**

To consider updated Schedule produced by the Town Clerk and quotations received for three areas of work as highlighted in the Schedule, from Eastwood Tree Services and Kindlewood.

**It was agreed** to defer this item to the next meeting in order that the Town Clerk could clarify some of the points in the quotations.

**At this point the Town Clerk/RFO advised** of the funds available in the Budget and suggested a transfer of funds to enable the tree work on the Fens to be completed in this financial year. The work recommended to trees in the Churchyard could then all be carried out in the next financial year as permission from the PCC would be required for the List B work and a Faculty would be required for the rest, which she hoped would be received in time for the work to start in September

after the bird nesting season. She noted that any work on the lime trees was usually carried out in January/February.

She also noted that the work would probably use up the £5,500 in the 2021/2022 Budget and there may be further funds needed for repeat surveys in some areas as recommended in the most recent Tree Survey Reports.

**The Town Clerk reported** that the agreed work to trees on the Fens by Kindlewood had been delayed due to the wet ground, but was expected to be completed before the end of March.

**The Town Clerk reported** that the agreed work to the Cemetery Beech tree would now be carried out on 12th February and she had advised the Funeral Directors of the change of date.

## **8.2 Trees on Fens:**

**82120121 Cllr Collins proposed** to recommend approval to Full Council to accept the quotation from Kindlewood 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 Eastwood with all in favour.

**Cllr Collins and Cllr Eastwood agreed** to carry out a site visit to see if the path could be diverted closer to the hedge on the west side, in order to create an exclusion zone around the veteran oak and potentially fence off the area around the tree with chestnut paling, as recommended in the report. They would report back to the next meeting.

## **9, To consider any Tree Work Applications received prior to the meeting:**

**9.1 DC/20/5219 – 15 Double Street - Rear/ garden T1 Magnolia - Trim regrowth (1 - 2 years growth) T2 Holly - Crown reduce & shape by up to 20% to prevent getting too large**  
**Supported.**

**9.2 DC/21/0072/TCA Amadeus House, 2 Church Street – T3 Apple Tree T4 Holly multi-stem-**  
both to be removed.  
**Supported.**

The Deputy Town Clerk would be requested to respond.

## **10. Pageant Field:**

### **10.1 Pageant Field Inspection Reports:**

The weekly Inspection Reports were noted and filed for reference.

**It was noted** that the G&P Contractor had made additional shelving for the Pavilion storeroom as instructed and was currently undertaking the winter cut of the old cemetery.

### **10.2 Play Area and COVID-19 restrictions:**

#### **10.2.1 Update:**

Hand sanitiser next to play area being well used.

**It was agreed** to install a second hand sanitiser next to the Pavilion when the weather improves.

### **10.2.1 Covid-19 Lockdown closures:**

**The Town Clerk reported** that following communication from ESC and Government guidelines she had instructed the G&P Contractor to erect Closed Notices for the Skatepark and Adult Fitness equipment. Red and white barrier tape had also been put around the Adult Fitness equipment to discourage use.

### **10.3 New Pavilion:**

#### **10.3.1 Update on vandalism and anti-social behaviour.**

**It was noted** that the tap had been left on in the toilet and the sink stuffed with toilet roll causing flooding to Pavilion toilet area – The Pavilion Caretaker had switched off the tap and alerted the Town Clerk who had reported the incident to the Police (4/1/21) and checked the CCTV which was unfortunately inconclusive.

**The Town Clerk reported** that a letter of apology and explanation had been received via the Suffolk Youth Justice Service from the offender who had caused criminal damage to the Pavilion in November 2020 (Hand Sanitiser).

**The Town Clerk reported** that the offender who had caused criminal damage to the outside tap on the Pavilion had been ordered to pay £30 compensation to the Town Council.

**The Town Clerk reported** that she had attended the Police and Community Partnership meeting. The main topics of the meeting were the Pageant Field, anti-social behaviour and drug availability. These issues were being addressed collectively with engagement to try to change behaviours and attitudes. The Police were being very supportive and drug and alcohol awareness sessions for schools – staff and parents - were being organised. It was suggested at the meeting that the toilet on the Pageant Field be locked overnight perhaps at 4pm in the winter and opened again in the mornings.

**It was noted** that the toilet is currently cleaned three times a week by SCN, the Pavilion Caretaker cleans the Pavilion once a week and the G&P Contractor is now checking the toilet every morning during the week when he carries out the play area inspections.

**It was agreed** to monitor the situation and consider options in future if any more anti-social behaviour occurs around the Pavilion.

**It was noted** that confirmation had been received from FAYAP that they would continue working with vulnerable young people from the Pavilion, keeping within Covid-19 Government guidelines.

### **10.4 CCTV:**

**It was noted** that all cameras were in working order.

### **10.5 Litter Bins:**

**It was noted** that the Town Clerk had provided some options and costs for new litter bins on the Pageant Field, which would be considered further after the new fencing had been installed .

### **10.6 Pageant Field 3-5 year Plan:**

### **10.6.1 New Pavilion:**

Completed Dec 2019

### **10.6.2 Upgrade/new equipment:**

**Play House replacement item** – Ideas, options and costs provided in a report by the Town Clerk was noted and she would now contact local play groups etc for their preferred choice of equipment.

**Bonded mulch safety surfacing** – quotation received for replacement safety surfacing for the Spica and Supanova – final items to be resurfaced under a phased programme of work. The Town Clerk would provide a report on funds available in the Budget for consideration at the next meeting.

### **10.6.3 Replacement fencing:**

Further information was awaited from Kiwi Fencing and Wickstead Leisure following the Town Clerks query relating to measurements.

This item was deferred to the next meeting to allow correct measurements to be obtained.

### **10.6.4 Boules pitch:**

Sports Space Application successful.

Quotation approved by Full Council and accepted (Roger Gladwell Landscapes) and work scheduled for February 2021

### **10.6.5 Table Tennis Table – concrete:**

Sports Space Application successful

Quotation approved by Full Council 'Ping It'

**Cllr Collins reported** that installation was expected at the end of March/April.

### **10.6.6 Path:**

To consider options and costs for a new path from tarmac (Badingham Road entrance) to foot of steps on Pavilion. (Local CIL Application)

Ker-Way – options and quotations received

Earthworks- options and quotations awaited

Apec Groundworks Ltd – declined to quote

**It was agreed** to defer this item to the next meeting and for the Town Clerk to obtain a further quotation if possible.

### **10.6.7 Replacement electrical boxes:**

The quotation and specification of the units as requested at the last meeting was considered. It was agreed to defer this matter until the new fencing had been installed to allow the new electrical boxes to be sited in the correct position as close to the fencing as possible.

### **10.7 Annual Play Area/Skatepark Inspection:**

The Town Clerk reported that the Inspection due to be carried out in October had been delayed due to Covid-19. She had been contacted by the approved contractor (Playquip Leisure) who had advised that the Inspection could now be carried out.

Following further communication the Town Clerk confirmed that although it is recommended by RoSPA that all play areas should be inspected at least once annually, due to the present situation, many play areas have either remained closed or have been closed for long periods and with this in mind many had chosen to forgo the inspection they missed last year and just have their usual

planned inspection this year. As the play areas are inspected regularly for any signs of damage or vandalism she advised that the Inspection could be delayed until after 1<sup>st</sup> April, which would also save £250 in the current Budget.

**It was agreed** to request that Playquip Leisure delay the Inspection until June/July 2021, when the Pageant Field would not be water logged and the new fencing and surfacing would be completed.

### **11. Skate-Park:**

No business.

### **12. The Fens:**

#### **12.1 Friends of the Fens update:**

No business.

### **13. Churchyard Maintenance:**

#### **13.1 Town Clock:**

No business.

### **14. Riverside:**

#### **14.1 Management of riverside vegetation update:**

**Cllr Collins reported** that the Deputy Clerk was still pursuing this matter with the Environment Agency but a response had been delayed due to Covid-19 issues.

### **15. Allotments:**

#### **15.2 Replacement fencing quotations (Local CIL Application)**

**The Town Clerk reported** on the quotations received from Kiwi Fencing and Countrycare Ltd in December 2018 and was waiting for an update on any cost increase from Kiwi Fencing.

**It was agreed** to circulate the quotations to members and add to the Strategic Planning Committee agenda for 10<sup>th</sup> February.

### **16. Jeaffresons Well:**

No business.

### **17. Commemorative plaque next to Oak tree by the Station Hotel:**

**The Town Clerk reported** that a response had been received from CCllr Burroughes who had advised that he had been in conversation with SCC about the land ownership query and that they don't have a person or team who are in a position to advise on a specific area, and suggest that the Land Registry is contacted.

There followed some discussion on the restoration of the commemorative plaque and ownership of the land and oak tree.

**The Town Clerk noted** that at the last meeting it had been agreed that 'no further action would be taken on the plaque until the ownership of the land and tree had been established'.

She reminded the committee that the current plaque (approx. 20 years old) was not the original of which the whereabouts was unknown. In the Framlingham Weekly News of 24<sup>th</sup> June 1911 there is a report of the Coronation celebrations and the Coronation Committee had asked the Parish

Council to take over and maintain the oak tree they proposed planting on the site which was not public property, and after protracted discussion the motion was carried by a majority.

**17120121 It was agreed** for the Town Clerk to contact the Land Registry to establish ownership of the land at a cost of around £35.

**18. Correspondence:**

None.

**19. Nature Reserve on Station Road:**

**The Town Clerk reported** that following communication with various Officers at ESC and SCN as well as Hopkins Homes she had finally received the following information:

The land in question relates to C/08/0795 (C/13/0773). The original agreement was then subject to a variation of legal agreement to amend the terms of the open space transfer which means that it will go a management company rather than to the Council. This open space, however, excluded the nature reserve, which is still to transfer to ESC. The developer has recently informed ESC that the land is ready for transfer. Final checks on this are currently being undertaken, before this goes to the ESC Legal team to complete the transfer.

In terms of the Lands Committee's query about allotment use, ESC would need to explore the reason for its nature reserve status going back to the 2008 application. It may have been seen necessary for biodiversity reasons.

There is also the concern that the nature reserve area might also be part of the former industrial brownfield site so may require land contamination remediation before being used for growing produce for consumption. Such remediation can have considerable costs.

ESC Officers will pick up the details of this when preparing the transfer documents and update the Town Council.

**It was agreed** to remove this item from the agenda until a response had been received from ESC.

**20. Action Plan:**

**20.1 Updates:**

None.

**20.2 Projects for Local CIL funding:**

➤ **Allotment fencing**

This project would be submitted to the Strategic Planning Committee in February. (see item 15)

➤ **Pavilion Driveway**

This project would be submitted to the Strategic Planning Committee once quotations for the work had been considered.

**21. Matters of Report or Items for next agenda:**

None.

**22. Date of next meeting:**

Wednesday 17<sup>th</sup> February 2021 at 7.00pm.

Meeting closed at 20.30