

Framlingham Town Council
Minutes of the Lands and Markets Committee Meeting held in the Town Council
Meeting Room, 10c Church Street on Wednesday 21st July 2021 at 7pm

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

1. APOLOGIES:

Cllr Highham joined the meeting via zoom and then in person from 20.29 pm.

2. Present:

Cllr D Carter, Cllr P Collins (Chair), Cllr J Culemann, Cllr C Eastwood and Cllr T Higham

3. In attendance:

Eileen A Coe (Town Clerk/RFO)

4. DECLARATIONS OF INTEREST:

Cllr Culemann declared a Personal Interest in item 17.3 and signed the Interest Book.

5. PUBLIC COMMENT:

None.

6. MINUTES OF PREVIOUS MEETING:

6121721 Cllr Collins proposed the minutes of the meeting held on Wednesday 16th June 2021 (circulated in draft form prior to the meeting), be approved as an accurate record, which was seconded by Cllr Eastwood with all in favour.

Cllr Collins signed the file copy of the minutes.

7. Cemetery:

7.1 Cemetery gates accident:

It was noted that the quotation for repair had been sent to the third party insurance company who had agreed to pay the cost. The work would be carried out by Purely Metal in due course.

7.2 Memorial Rose Beds:

A site visit to the cemetery had been carried out by members prior to the start of the meeting

7.2.1 Bark chippings for the Rose Beds:

Cllr Collins proposed to approve the cost from Kindlewood for bark chippings x 3 trailer loads including spreading at £225 + vat, which was seconded by Cllr Carter with all in favour

7.2.2 Muntjac and rabbits in Memorial Rose Garden:

It was noted that the G&P Contractor had resolved the issue by blocking up the holes in the hedge. The area would be monitored for any future issues.

7.3 Annual Summer cut and rake of the wildflower area to be carry out during August:

7121721 Cllr Collins proposed to recommend approval to Full Council to accept the quotation of £900 (no increase since 2011) to carry out the annual cut and rake of the wildflower area of the cemetery, which was seconded by Cllr Eastwood with all in favour.

8. Trees:

8.1 Flowering Cherry – Queen’s Jubilee 2022

8.1.1 It was noted that trees would be available from Swann Nurseries in October and the cost would be considered by the committee when known.

8.1.2 Bronze plaque for Memorial Cherry tree:

It was noted that a 12”x12” bronze plaque would cost £864.72 including delivery and vat. **It was agreed** to consider the cost within the 2022/2023 Budget.

8.1.3 Removal of stump:

Cllr Collins proposed to approve the cost from Kindlewood of £225 +vat to remove the stump of a tree on the Pageant Field, which was seconded by Cllr Carter with all in favour.

8.2 Churchyard Tree Work:

The Town Clerk reported that she had submitted an application for the Tree works to ESC for which there was a 6 weeks consultation period. If no objections were received then she would put in the Diocesan Application for the List B works and hopefully the proposed work could start in September.

9. Tree Work Applications:

None received.

10. Pageant Field:

10.1 Pageant Field Inspection Reports and Additional Actions:

The Inspection Reports were noted and filed for reference.

- New Keep your dog on a Lead signs installed – One on Pageant Place exit gate removed and thrown in hedge. Reinstated with back board and firmer fixings.
- Buffers on Scale Swing ‘removed’

Cllr Collins proposed to accept the cost of £91.52 from Playquip Leisure for the supply of new buffers for the Scale Swing, which would be fitted by the G&P Contractor, which was seconded by Cllr Eastwood with all in favour.

- Fens posters vandalised and reinstated.
- Dead tree on Pageant Field removed as requested.

10.1 Pavilion:

10.1.1 To consider the suggestion of solar panels for the Pavilion roof:

It was noted that the Pavilion is a temporary structure with a 10 year planning permission. Following discussion it was felt that this should be deferred until a permanent building on the Pageant Field can be considered as part of the Neighbourhood Plan review process.

10.1.2 Fire Alarm Service:

Cllr Collins proposed to retrospectively approve the cost for Fire Alarm and Fire extinguisher service (twice a year) at a cost of £196.00 + vat from Budget 1510 (Note: emergency call out, included in the cost, due to device in the toilet being tampered with which has been reinstalled and fixed screws added to stop this happening again.), which was seconded by Cllr Carter with all in favour.

10.2 CCTV:

10.3.1 It was noted that a tree is blocking part of the view from camera 3 to the play area.

It was agreed to defer this matter until the September meeting in order to view the issue and also assess the picture quality of some of the older cameras for replacement purposes.

10.3 Boules Pitch:

Completed.

10.4 Table Tennis Table – concrete:

Completed.

10.5 Fencing:

Completed.

It was noted that the self-closing spring on new metal gate was bent and not working, also there was a finger trap issue. Cllr Collins agreed to investigate and report back to the next meeting when it would be decided whether to replace the spring closure. He would also look at the other pedestrian gate at the same time.

10.6 Electric boxes:

It was noted that the agreed work was still outstanding and the Town Clerk would chase for a timescale.

10.7 Open Day:

It was agreed to hold an Open Day Event on Sunday 29th August 2pm until 4pm.

Cllr Eastwood agreed to provide the details to Cllr Hine who would be requested to advertise the event.

10.8 Sand Pit:

It was noted that a member of the public had suggested a sand pit on the play area and this was considered along with costs and options from Playquip Leisure.

It was agreed to allocate money in the 2022/2023 Budget for a new item of play equipment and to carry out a survey of a choice of items. It was felt that due to potential

problems with dog and duck waste and possible broken glass, a sand pit would be a low priority.

10.9 Litter bins:

Options and costs had been circulated and were considered.

Cllr Collins proposed to make an application to the Development and Strategic Planning Committee for approval to use up to £1,000 of Local CIL funds for the provision of 3 new litter bins for the Pageant Field, (Heyn -Heritage 100ltr round hooded litter bins @ £268 each plus delivery) which was seconded by Cllr Carter with all in favour.

10.10 Picnic benches:

Options and costs from Playquip Leisure had been circulated.

It was agreed to defer this item until the results of the Welcome Back Fund application were known.

10.11 Hedge cutting:

Cllr Collins proposed to approve the cost of £155 +vat from Budget 1504 for hedge cutting and clearance in the Pageant Field Play Area following the erection of a new fence on the neighbouring properties boundary, which was seconded by Cllr Eastwood, with all in favour.

11. Skate-Park:

No business.

12. The Fens:

12.1 Friends of the Fens:

It was noted that the second cut of the pathways had been completed.

13. Churchyard Maintenance:

13.1 Town Clock:

No business.

14. Riverside:

14.1 Management of riverside vegetation response from Co-op and quotation from Eastwood Tree Services

It was agreed to defer this matter until the next meeting until the response requested relating to funding had been received.

15. Allotments:

The Town Clerk noted that the condition of the fencing was very poor and a date from Kiwi Fencing to install the agreed new fencing was awaited.

It was noted that the Town Council were in early discussions with landowners relating to the provision of land for additional Allotments.

16. Jeaffresons Well:

No business.

17. Correspondence:

17.1 Non- Resident:

Email relating to Church bells chiming at night which is disturbing the sleep of a holiday let and suggesting that are turned off between 10pm and 6am.

It was agreed for the Town Clerk to respond that the chimes were part of the ambience of our historic small market town and has always chimed at night and speaking to local residents there does not appear to be any objection.

There is also no physical indication that a 'night silencing mechanism has ever been applied to the clock in the past. The Committee unanimously agreed that the chimes should continue as they have always done.

17.2 Resident:

Email relating to extra toilets for the summer season and Lime trees on Market Hill.

It was noted that the Lime tree overhang onto the pathway had been cut back and a response to the Welcome Back Fund for extra toilets for the summer season was awaited.

17.3 Churches Together:

Request to use the Pageant Field and Pavilion for a Service of Thanks for all the volunteers from our community who have made a difference through the pandemic, St John's Ambulance, Town Council, Hour Community etc on the afternoon of Sunday 5th September.

Cllr Collins proposed that the request be approved which was seconded by Cllr Eastwood and with one abstention due to interest, all were in favour.

17.4 Resident of Saxmundham Road:

Letter regarding litter left on the boundary of the Pageant Field on Saturday 17th July.

Noted and the Town Clerk would respond.

18. Markets:

18.1. Report on Saturday and Tuesday Markets and current licensed traders:

The Town Clerk reported that of the 13 applications received pre-covid which were agreed at the last meeting; 6 had made other arrangements, 2 would like Tuesday only and the Town Clerk had created a Tuesday Waiting List to which they had been added, 3 had booked for the 3 month period as permanent traders: Gro Bros, Starwing Brewery and Anglian Beer Company (Two emails had been received thanking the Town Clerk and Market Supervisor for their help and support and the friendly welcome to the market) and 2 wanted to come as casuals and a response was awaited.

The Town Clerk noted that there are currently 9 permanent licensed traders on the Saturday Market as well as an additional 6 licensed Market traders who all want to come on a casual basis. There were 4 permanent traders on the Tuesday Market with a waiting list for vacancies.

Cllr Higham joined the meeting in person at this point (20.29).

18.2 Casual pitch vacancies:

The Town Clerk reported that with the approval of the Chair she had instigated a plan of action for casual traders which complies with the Market Regulations, although these will need to be revised at the September review as all payments must now be made in

advance by BACS. She explained the process and procedure for 4 x10ft Casual Trader pitches which had been created with booking and payment in advance on a first come first served basis, and invoiced monthly in advance. She noted that she had consulted with the Market Supervisor and he would be regularly updated with the list of bookings so that he can oversee and advise traders on their pitch location on the day.

Cllr Collins proposed to approve the new arrangement for Casual Traders and for the Town Clerk/RFO to continue to oversee the management of the markets, which was seconded by Cllr Eastwood with all in favour.

18.3 New Market Applications:

The following new market applications were considered and there followed some discussion.

Cllr Collins proposed to consider each application on an individual basis, which was seconded by Cllr Carter with 2 votes in favour and 3 against.

The Town Clerk noted that applications were normally considered and voted on individually. There followed some discussion on duplication and products already available in the town and the following applications considered en-bloc:

18.3.1 Catherine Haddon – 12ft – Saturday – Casual

Clothes including linens and knitwear, jewellery and some interior products such as lamps and ornaments and small pieces of furniture.

18.3.2 Bluebell Lane Jewellery -10ft – Saturday - Casual

Sustainable silver jewellery, handmade using recycled sterling silver. A mixture of staple designs along with a collection of completely one of a kind pieces. www.bluebelllanejewellery.com

18.3.3 Beekind Plants – 10ft -Saturday and Tuesday – Casual

Pollinator friendly plants (predominantly from the RHS Plants for Pollinators list) In 100% recycled and recyclable packaging.

18.3.4 Portobello East Coast – 19ft – Saturday- Casual

The retail of vintage clothing/antique clothing/antique and vintage decorative items/vintage and antique accessories/second hand sustainable clothing – all items are genuine

18.3.5 Crockarty – 6ft – Saturday – Casual

Individually sourced succulents, cactus and plants sold in vintage rustic crockery and pots ranging from small succulents in antique containers to landscaping a range of cacti in larger enamel pots, all plants are sustainably propagated.

Cllr Collins proposed to approve a Market License for all the above applicants and for the Town Clerk to oversee the allocation of pitches subject to availability on a first come first served basis at her discretion, which was seconded by Cllr Culemann, with 3 in favour, 1 against and 1 abstention.

It was noted that the vote against and abstention were not related to the applications but to the applicants being agreed en-bloc rather than individually.

19.Action Plan:

19.1 Updates:

Cllr Collins agreed to review the LAM Action Plan and pass any revisions to the Town Clerk for updating.

19.2 Projects for Local CIL funding:

- New Litter bins for the Pageant Field – DSP Committee- September

20. Matters of Report or Items for next agenda:

The Town Clerk/RFO reported in the installation of the new dog bin on the Taylor Wimpey site in Fairfield Road. Two letters of thanks had been received.

The Town Clerk/RFO reported that in future SCN would make a charge of £52 + vat per year for emptying any new bins installed, which would need to be considered for the next Budget.

21. Date of next meeting:

No meeting in August

Wednesday 15th September 2021 at 7.00pm.

Meeting closed 21.15