

**Framlingham Town Council**  
**Minutes of the Lands and Markets Committee Meeting held in the Town Council Meeting Room, 10c Church Street on Wednesday 15<sup>th</sup> September 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 J Culemann, Cllr C Eastwood and Cllr T Higham

**3. In attendance:**

Eileen A Coe (Town Clerk/RFO)

**4. DECLARATIONS OF INTEREST:**

None.

**5. PUBLIC COMMENT:**

None.

**6. MINUTES OF PREVIOUS MEETING:**

**6115921 Cllr Collins proposed** the minutes of the meeting held on Wednesday 21<sup>st</sup> July 2021 (circulated in draft form prior to the meeting), be approved as an accurate record, which was seconded by Cllr Carter with all in favour.

Cllr Collins signed the file copy of the minutes.

**7. Cemetery:**

**7.1 Annual Review of Cemetery Regulations and Charges:**

**It was agreed** that no amendments or additions were required to the Cemetery Regulations.

**It was agreed** for the Town Clerk to contact other Burial Authorities for their charges and provide a comparison document in time for the next meeting.

**8. Trees:**

**8.1 Churchyard Tree Work:**

**The Town Clerk reported** that she had submitted an application for the Tree works to Charlotte Hodgeson the DAC (Acting Secretary) on 26<sup>th</sup> July and a meeting with the Diocesan Tree Advisor was being arranged. She had asked the ESC Arboricultural Officer if he would also attend for advice and support.

**8.2 Resident:**

Offer of a 10ft Walnut tree (grown from a nut) which has outgrown its container, to be planted in the town.

**The Town Clerk advised** she had contacted the Parish Tree Warden who had suggested the old Cemetery area. She had also contacted the Arboricultural Officer at ESC who had suggested the Fens on drier ground nearer Station Road, but well away from other trees.

**It was agreed** to accept the donation but to take advice on the exact position on the Fens..

## **9. Tree Work Applications:**

**9.1 DC/21/3915/TCA 26 Station Road IP13 9ED** - Rear Garden Sycamore T1 to be felled to let more light into garden and reduce leaf litter into pond. T2 Sycamore to be crown reduced 2m. away from plum tree

**The Committee agreed** by a majority (one abstention) to support the application subject to the ESC Arboricultural Officer not raising any objections.

## **10. Pageant Field:**

### **10.1 Pageant Field Inspection Reports and Additional Actions carried out by the G&P Contractor:**

The Inspection Reports were noted and filed for reference.

New Buffers fitted to Scale Swing

Entrance hedge – light trim

Replacement link to Scale Swing fitted

### **10.2 Pavilion:**

**It was noted** that the recent Open day had been very successful.

**It was noted** that the electricity consumption had increased and a time switch would be looked into

### **10.3 CCTV:**

10.3.1 To consider pruning the tree which is blocking part of the view from camera 3.

**It was agreed** to defer this decision and to carry out a review of the existing camera's.

**It was agreed** for the Town Clerk to obtain a cost to upgrade the system and a resolution to the issue of part of the view being blocked from Westrock CCTV, which would be considered further at the next meeting.

### **10.4 Electric boxes and Litter bins:**

**Cllr Collins reported** that the new electric boxes had been installed.

**It was noted** that the DSP Committee had supported the use of Local CIL for new Litter bins for the Pageant Field

**10115921 Cllr Collins proposed** to recommend approval to Full Council for the purchase of 3 x Heritage 100Ltr round hooded litter bins from Heyn at a total cost of £885.50 plus vat, from Local CIL EMR 360, which was seconded by Cllr Higham with all in favour.

### **10.5 Roundabout:**

**It was noted** that following a requested inspection there is one damaged bearing causing the roundabout to squeak which needs replacing. Playquip Leisure has recommended

replacing all three bearings at the same time at a cost of £565.00. (includes dismantling, fitting new bearings, re-grease and re-assemble)

**10215921 Cllr Collins proposed** to recommend approval to Full Council to accept the quotation from Playquip Leisure of £565.00 to replace the bearings, re-grease and re-assemble the roundabout on the Pageant Field Play Area, using Budget 1504, which was seconded by Cllr Carter with all in favour.

#### **10.6 Boules pitch:**

A safety handrail at the back of the higher end of the Boules pitch was considered. **Cllr Collins agreed** to measure the area and a quotation for the work would be considered at the next meeting.

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

**It was noted** that FAYAP was organising a Skate Jam to be held on the Skate-Park on Saturday 25<sup>th</sup> September.

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

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

No business.

##### **12.2 Grass Cutting:**

**It was agreed** for the Deputy Town Clerk to ask the Fens Contractor to carry out the final cut and rake when the time is right.

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

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

**The Town Clerk advised** that the Annual Service was due and a quotation would be provided in time for the next meeting.

#### **14. Riverside:**

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

**It was noted** that despite numerous reminders no response had been received. Therefore an alternative contact would be pursued for assistance.

#### **15. Allotments:**

##### **15.1 Annual review of Allotment Regulations and Charges:**

**It was noted** that there had been no increase in the charges for the previous year due to Covid-19. However, due to the cost of the water supply and fencing repairs/new fencing and the need to put money into ear marked reserves for future repairs etc an increase from 1<sup>st</sup> April 2022 would be appropriate. It was also noted that there were currently 25 residents on the waiting list and the annual charge was still very reasonable compared to other Allotment Associations.

Amendments and Additions to the Allotment Regulations were also discussed.

**15115921 Cllr Eastwood proposed** to recommend approval to Full Council the revised Allotment Regulations and an increase in the charges to £36 per plot from 1<sup>st</sup> April 2022, which was seconded by Cllr Collins with all in favour.

## **16. Jeaffresons Well:**

It was noted that the weeds had been cleared from around the Well.

## **17. Correspondence:**

### **17.1 1<sup>st</sup> Framlingham Cubs**

Email thanking the Town Council for providing some wonderful facilities on the Pageant Field, which were enjoyed by the Cub Pack during their regular Wednesday evening session and 'International Games Night' enjoying games of basket-ball, table tennis, Boules and Mbao for which they were able to sit on beautifully mown grass.

## **18. Markets:**

**18.1.** Report on Saturday and Tuesday Markets and current licensed traders– Town Clerk/RFO

**The Town Clerk/RFO reported** that of the five new traders approved at the last meeting three had completed their applications and were attending the Markets.

One casual trader would become a permanent trader for the winter quarter and a Tuesday Market trader had also booked a pitch for November and December. She noted that the new system was working well and hoped to get an additional pitch in place on the Tuesday Market shortly.

**18.2** To consider the following new Market Applications:

**18.2.1 Novena Flowers – Saturday Market** – Seasonal British flowers, hand tied bouquets, arrangements, posies etc

**18.2.2 The House of Manors – Saturday Market** – brightly coloured shorts for ladies and gents and beachwear: towelling ponchos, dresses and jumpsuits

**18.2.3 Hat and Things – Saturday Market** – Hats, gloves, hair bands, bags and nick knacks.

**18.2.4 For All Seasons – Saturday Market** – Gift based items including jewellery, toiletries, candles, home interior items (cushions, pictures, sculptures etc) items not currently stocked by the shops in the town e.g garden based items, Herdy and Sophie Allport .

**18.2.5 Claire Hayward – Saturday Market** -Candles, melts, room mists, diffusers, burners, pet shampoo and soaps. Candles and Melts made from coconut and rapeseed wax, which is free from bee harming pesticides. The tins, sleeves, wicks and oils are produced in the UK and all packaging is recycled. Everything is made by hand.

**18.2.6 Glambags – Saturday Market** – Handbags, purses, scarves

The above Market Applications were considered individually and there were no objections.

**18115921 Cllr Collins proposed** that the above Market Applications be approved which was seconded by Cllr Higham with all in favour.

**18.3** Annual Review of Market Regulations and Charges:

**It was** agreed to defer this item to the next meeting. Cllr Higham and the Town Clerk

would meet to discuss further and suggest any updates for consideration at the next meeting.

**18.4 Markets Section on the [www.framlingham.com](http://www.framlingham.com) website**

The suggested layout by the CEP Committee was considered and it was felt to be going in the right direction. The Committee would like to view the off-line version when available for further comment.

**19.Action Plan:**

**19.1 Updates:**

None

**19.2 Projects for Local CIL funding:**

CCTV for Pageant Field upgrade – Specification and costs to be pursued before submitting to DSP Committee

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

Budget 2022/2023 – Agenda item next meeting.

Autumn planting of flower tubs and War Memorial – The Town Clerk reported that she was in the process of re-planting the tubs for the autumn/winter. The lavender around the War Memorial would be cut back and forget me not plants which she had grown from seed from her own garden would be added.

**21. Date of next meeting:**

Please note next meeting one week later than schedule:

**Wednesday 27<sup>th</sup> October 2021 at 7.00pm.**

Meeting closed at 21.16