

## DRAFT MINUTES

Framlingham Town Council Strategic Planning Committee, held via Zoom on  
Wednesday 11<sup>th</sup> November 2020 at 7.00pm

All documents relevant for this meeting have been circulated to Councillors (Cllr) in advance

### 1.APOLOGIES:

None All present.

### 2 Present:

Cllrs C Eastwood, S Garrett, M Hine, J Jones (Chair), G Kitching, P Wraight.

### 3 In attendance:

Eileen Coe (Town Clerk/RFO) James Overbury (Deputy Town Clerk) and one member of the public.

### 4. Declarations of interest:

None.

### 5. MINUTES OF PREVIOUS MEETING:

**511120 Cllr Jones proposed** that the minutes of the previous meeting held on 14<sup>th</sup> October be approved as an accurate record which was seconded by Cllr Garrett with all in favour.

### 6. Public Comment:

None

**7. Framlingham Infrastructure Investment Plan:** (Identifying and prioritizing infrastructure)

Amendments and additions were considered and agreed. The final draft would be published on the [www.framlingham.com](http://www.framlingham.com) website along with a news item to publicise the document. A summary of the main document was also suggested.

The final draft would be passed to the Town Clerk to formulate the layout and font for a more professional look before publishing.

### 8. Framlingham Integrated Transport Strategy:

**It was agreed** to set up a Working Group to look at the ideas and put them together. Cllr Eastwood agreed to Chair the Group and Cllr Hine agreed to join and one other would be nominated in due course.

### 9. Risk Assessment for SPC activities

It was not that a general Risk Assessment for the committee was not required. However, a Risk Assessment would be considered for future projects as and when the need arises.

### 10. Housing Need

The Deputy Clerk gave an update on the process.

It was noted that it was not clear why people were not going on the waiting list/register. 9 out of 54 applications had been made, others deemed not sufficient hardship to be considered.

It was agreed that the Deputy Clerk would investigate further on what is possible and what changes are needed to make the system work.

## **11. St Michael's Rooms update**

It was noted that a meeting had been held with Rev Davey and Church Wardens where it had been agreed that regular updates would be provided to the Town Council on a monthly basis. Therefore, this item would be removed from the agenda.

## **12. Strategic Planning workshop**

### **12.1 Confirmation of date for workshop**

Monday 23<sup>rd</sup> November at 6.30pm – 8pm – All Councillors notified and confirmed.

## **13. SP Committee Budget for 2020-2021**

Proposals had been submitted to the Finance Committee.

## **14. Correspondence:**

Chairman of Framlingham Scout Group

An email requesting clarification on Local CIL funds had been received and the procedure had been advised. The Town Clerk/RFO had sent a Local CIL Application form.

## **15. Action Plan:**

No business.

## **16. Projects identified for Local CIL funding by Town Council Committees:**

None

## **17. Report on Climate Action Meeting – Cllr Hine**

Five Key recommendations/suggestions for Councils:

Develop long term plan with objectives:

Reducing carbon –30 year plan = zero carbon, 10 year plan = 30% carbon reduction target. Achieve this by setting up a management committee to explore, promote and develop.

Carbon Audit Calculation – start straight away within the Council and then expand and apply principles to the wider community as well.

Recycling initiatives including plastic free – community action

Purchase a Thermal Imaging Camera – train volunteers to use and assess the needs of the community

It was suggested that Greener Fram be asked to set up a Climate Action group that the Town Council could support and facilitate.

It was noted that grant funding may be available to facilitate some of these projects.

Cllr Hine and Cllr Jones agreed to pursue this matter, which would be considered further at the next meeting.

### **18. Matters of Report and items for the next agenda**

Cllr Garrett reported on the People and Places meeting to be held via zoom on 19<sup>th</sup> November – Cllr Jones agreed to attend the meeting.

Smart Towns Project – incorporates the Free Wifi – East Suffolk Council has funds for new technology - Cllr Garrett would report back to the next meeting.

Cllr Hine reported on the Friendly benches project – for social isolation mitigation

Need to do some community research into what people would like – consultation - improving the town environment as well as community engagement. Eligible for CPA funding. Town Council needs to apply on behalf of other organisations.

### **19.Date of next meeting: 9<sup>th</sup> December 2020 7:00pm Via Zoom**

The meeting closed at 19.45