

DRAFT MINUTES

Framlingham Town Council Strategic Planning Committee

Via Zoom, 7:00pm Wednesday 14th October 2020

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) James Overbury (Deputy Town Clerk) and two members of the public.

4. Declarations of interest:

Cllr J Jones declared an interest (with a dispensation) on all matters concerning developments to the West of New Street (Fram 20)

5. Minutes of previous meeting:

Cllr Jones proposed that the minutes of the previous meeting be approved as an accurate record which was seconded by Cllr Kitching and with one abstention due to absence, all were in favour.

6. Public Comment:

SP201014-1 The Chair suspended the meeting for public comment.

The Representative from FAYAP told the meeting that he was there to answer questions or clarify points in regard to FAYAP's application for FTC CIL funds. The Chair replied stating that the meeting could be suspended again at the relevant point in the agenda. The representative from Hour community told the meeting that he was there for the same purpose.

SP-201014-2 The Chair re-convened the meeting.

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

Cllr Jones informed the meeting that he was waiting for the October CIL payment to be made before the report could be updated. Once done he would circulate a revised draft of the amended pages to all Councillors for comment. He noted that this was the last of the large payments from significant developments in the town.

8. Framlingham Integrated transport strategy

It was noted that many of the links in the e-mail from SCC merely ended up with more links and Councillors did not know where to find documents that would aid their understanding. Cllr Jones suggested Councillors look at the ESC Local Plan

especially pages 285-287 and pages 480, 483, 494, and 497, as they contained the ESC's strategy for Framlingham and plans for infrastructure spending in Framlingham using S.106, District CIL or other funds held by ESC. It was agreed that the DTC would ask ESC for a hard copy of the Local Plan to be held in the TC office.

9. Risk Assessment for SPC activities

It was agreed that Cllr Jones would prepare a potential list of headings for the SP Committee risk assessment for the next meeting. It was agreed to discuss these, and the overall risk management strategy for Committees undertaking projects and activities at the next meeting.

10. Housing Need

The DTC reported that he had asked ESC for an updated list of Framlingham residents who have registered with 'Gateway for Home Choice' with a view to understanding if more residents had applied since FTC had advertised the Local Letting Policy.

11. St Michael's Rooms update

Cllr Kitching reported that the legal agreement would hopefully be signed the following week.

12. Strategic Planning workshop

12.1 Confirmation of date for workshop

It was agreed to propose a one-hour meeting between 6 and 7pm on Wednesday 28th October via zoom for the next workshop. The DTC to circulate the date and time to all councillors.

12.2 Themes to consider alongside analysis from previous workshop.

Cllr Jones would distribute an agenda for the workshop which will concentrate on developing our vision statement and propose a list of key issues for agreeing longer-term plans.

Framework for discussion on Sports and Community space provision

It was agreed to separate the discussions on the long-term vision for a sports/leisure and or community hall from the wider strategic plans for the town. A separate meeting would be called to outline plans for this which would, if possible, include the Sports Club and other key organisations in the town.

13. SP Committee Budget for 2020-2021

Cllr Jones reported that he had drawn up a budget proposal to be put to finance for the SP Committee.

Requests for budget include:

- £8k for a consultant for the review of the Neighbourhood Plan (but this would hopefully be funded through a grant)
- £1k legal costs
- £1k print (2 X full town leaflets)
- £150 Room hire

It was noted that the use of survey monkey is held within the PR&M budget but extra costs could be incurred for analysis and printing.

14. Correspondence:

14.1 Via Cllr Jones 'Framlingham Reimagined' by 'Growing Happy'
<https://www.growinghappy.co.uk/people>

Cllr Jones reported that he had met the CEO and the Chair of Hour Community and had circulated the brochure they had given him to Councillors. A discussion took place on the time frame for long term plans. It was noted that ESC and SCC did not go further into the future than 20 years and that these long-term plans held little detail. However, it was felt that a longer-term vision or strategy for Framlingham would be useful and initially the areas that could be included were thought to be

- Preserving the town centre
- Issues around energy consumption and generation
- Issues around Waste

It was agreed that for a meaningful vision to be achieved then the consultation on these plans needs to be as wide as possible within the community. Cllr Jones added that with limited council resources and the prioritisation of the Neighbourhood plan review developing a 20/30-year plan would also require considerable input and resource from elsewhere and the matter needs further consideration by the council.

14.2 Email from resident re park and ride.

It was agreed that the DTC would call the person and ask for clarification of the points addressed in the email. Mention would also be made of what efforts the Town Council had already made.

15. Action Plan:

Cllr Jones would be looking to devise an updated Action Plan process for the whole Council which, if agreed by council, could be implemented for the next fiscal year.

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

16.1 FTC (P Collins -Lands committee) – Pavilion Extension

SP201014-3 Cllr Jones proposed to recommend to Full Council to spend £2,148.00 of local CIL on the extension to the Pavilion, which was seconded by Cllr Garrett with all in favour.

16.2 FTC (P Collins – Lands committee) – New Fencing for Pageant Field.

SP201014-4 Cllr Jones proposed to recommend to Full council to spend up to £12,000 on new metal fencing for the Pageant Field, which was seconded by Cllr Eastwood with all in favour.

16.3 FTC – CCTV for town Centre

Following some discussion, it was agreed to contact both the College and ESC with regard to seeking permission and them contributing funds towards the CCTV coverage in the Elms and Fore St car parks. It was also agreed that Cllr Kitching would seek to separate the costs of the CCTV coverage on these externally owned car parks within the tender process.

SP201014-5 Cllr Jones proposed to recommend to Full Council to agree in principle the expenditure of up to £30,000 of Local CIL funds on the proposed CCTV system for the town, which was seconded by Cllr Eastwood with all in favour.

16.4 FAYAP – Renovation and repairs to building. (Supporting evidence to follow)

SP201014-6 The Chair suspended the meeting to allow the representative from FAYAP to make the case for funding.

Cllr Garrett asked how long the new lease from SCC to FAYAP for the building would run. The representative replied 7 years.

SP201014-7 The Chair reconvened the meeting.

SP201014-8 Cllr Jones proposed to recommend to Full Council to spend £49,250 over the repair & renovation period with immediate release of £11,000 and the balance to be paid once the lease had been signed and quotes had been obtained for the works, which was seconded by Cllr Kitching with all in favour.

16.5 Sir Robert Hitcham School – Car Park improvements.

It was noted that the school had included a separate funding request to the Town Council and it was agreed to merge this request of £423 to the £2500 CIL requested.

SP201014-9 Cllr Jones proposed to recommend to Full council to spend £2,923 of Local CIL to aid Sir Robert Hitcham Primary School improve and extend its car park, which was seconded by Cllr Garrett with all in favour.

17. Matters of Report or Items for next agenda:

For next Agenda – Risk Assessment for SP committee and a report from Cllr Hine on her attendance at the recent climate action meeting.

It was noted that the Town Council's response to 'Power for People' would be considered by the Planning Committee.

18. Date of next meeting: 11th November 2020 7:00pm Via Zoom

The meeting concluded at 8:50pm