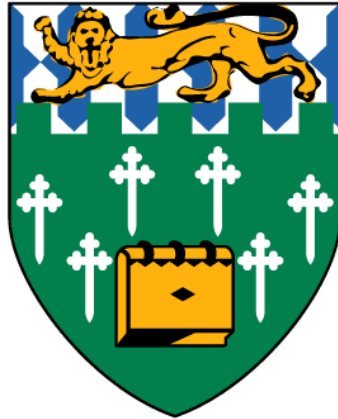


# FRAMLINGHAM TOWN COUNCIL

**Town Council Office  
The Old Court House  
Bridge Street  
Framlingham  
Suffolk  
IP13 9AJ**



**Town Council Chairman:  
Cllr Philip Collins**

**Town Clerk/ Responsible Financial Officer:  
Mrs Eileen A Coe CILCA AICCM PSLCC**

**Telephone: 01728 720183**

**townclerk@framlingham.com**

## NOTICE OF MEETING

**A meeting of the Framlingham Town Council will be held on Thursday 5<sup>th</sup> March 2020 at The St John Westbury Centre, Fairfield Road, Framlingham at 7.30pm. ALL WELCOME.**

Date: 26<sup>th</sup> February 2020

Signed:

Eileen A Coe (Town Clerk/RFO)

- 1. Apologies** – to receive and accept apologies for absence
- 2. Minutes of Previous meeting** – to be confirmed and signed as an accurate record
- 3. To consider any Dispensation requests received (Please note: requests must be sent to the Town Clerk in writing prior to the meeting)**
- 4. To receive declarations of interest** (please note declarations must be made verbally at the appropriate time as well as entered in the Interest Book.)
- 5. Adjournment** – the Chairman will then suspend the meeting for the following:

**5.1 Police Matters – PC Simon Green will be in attendance to speak about drug related issues in the town and answer questions**

**5.2 Report by County Councillor**

**5.3 Report by District Councillors**

**5.4 Report by Fairtrade Representative – Cllr M Hine**

**5.5 Report by the PCC on the St Michael's Rooms project**

**5.6 Public Comment** – to receive and note comments from members of the public present, through the Chairman only

**6. Reconvene** – the Chairman will then reconvene the meeting.

**7. Correspondence** - to note correspondence received since the last meeting and to discuss \*\* items only:

\*\*Sir Robert Hitcham's Almshouse Charity

Letter requesting that the Town Council nominated Trustee (Mr J Schofield) continues for a further term of office of four years

**8. Training/ Conferences/Events:**

To consider attendance and cost/mileage

**9. To debate and agreed a policy regarding the issue of drug use and availability in Framlingham – Cllr Collins**

**Committee Recommendations and Business:**

### 10. Planning Committee:

- **To note any planning decisions received prior to the meeting:**
- **To consider the following Planning Applications and any others received prior to the meeting:**  
**DC/20/0630/FUL 6 Station Road** – remove existing one and a half storey rear extension and erect two storey extension
- To consider any Referral of Planning Applications received prior to the meeting:
- Planning matters of report/items of information only:

### **11. Public Relations and Markets Committee:**

**1115320** To approve the committee's recommendation to request Full Council support for the Christmas Working Group and approval to transfer the £600 profit from the Soap Box Race event currently in Ear Marked Reserves and £500 from the Entertainments Reserve Account to a designated Christmas EMR account. - Action Plan and Income and Expenditure Report attached

**1125320** To approve the committee's recommendation to accept the External Communications Strategy

**1135320** To approve the committee's recommendation to accept the Internal Communications Strategy

- Matters of report/items of information only

### **12. Rights of Way, Highways & Lighting Committee:**

**1215320** To approve the committee's recommendation for the purchase of the Speed-Watch equipment owned by Easton Parish Council, total £1,000, using funds from EMR 340

- Matters of report/items of information only

### **13. Lands Committee:**

**1315320** To approve the committee's recommendation to accept the quotation from East Suffolk Norse for Pavilion toilet cleaning 3 days a week (Monday, Wednesday and Friday) from the opening date (TBC) from Budget 1510 (updated quotation to be confirmed at the meeting)

**1325320** To approve the committee's recommendation to appoint James Rogers Agricultural Services Ltd for the grass cutting on the Fens for the 2020 season, within Budget 1620.

**1335320** To approve the committee's recommendation for hire charges for the Pavilion Meeting Room at £15 per 4 hour session, with a reduction to £10 per 4 hour session for non-profit making organisations (sessions would run from 9-1, 1-5 and 5-9).

- Matters of report/items of information only

### **14. Finance and Strategic Planning Committee:**

**1415320** To approve the committee's recommendation to award a grant of £250 to Framlingham Art Society towards the cost of coach travel for a members outing to the Fitzwilliam Museum and Art Gallery in Cambridge.

**1425320** To approve the committee's recommendation to accept the review and amendment of Standing Orders – attached

**1435320** To retrospectively approve the committee's recommendation to accept the quotation from Birketts Solicitors of £2,250 with funding from Budget 1129 (Legal), including transfers from Budget 2320 (Floodlighting Skatepark) £1,000, 1201(Grants) £950 and 1622 (Riverside) £300 to support the cost for legal work relating to the lease of office space in the Old Con Club.

**1445320** To approve the committee's recommendation that the Finance Committee be given delegated powers to approve the final lease, subject to satisfactory legal advice.

**1455320** To approve the committee's recommendation to spend up to £1200 on furniture and sundry items from Budget 1126 (Office Furniture/Computers)

(Tables x 6 = £142.00, Chairs x 20 = £490.00, Lockable Cupboard = £239.00. Plus various sundry items to the value of up to £250.00)

**1465320** To retrospectively approve the committee's recommendation to accept the quotation from Anglia Telephones for a new enhanced three telephone system with the ability to take two incoming calls, 6 hour fix on connectivity issues, broadband/wifi and 10,000 minutes to UK local, national and mobiles, with a 36 month contract, (Total set up costs £609.49 net and Total monthly rental £119.37) from EMR 325 (Contingency)

**1475320** To confirm BACS payments approved at the February meeting have been paid as agreed and the bank print out verified and signed by two Councillors.

**1485320** To note details of balances of all bank accounts

**1495320** To approve the payment of current invoices – available at the meeting

**1495320** To report on enquiries relating to land acquisition for community use.

- Matters of report/items of information only

### **15. Matters of report or items for next agenda only:**

### **16: Date of next Council meeting:**

The next Town Council meeting will be held on **Thursday 2<sup>nd</sup> April 2020 at 7.30pm** in The St John Westbury Centre, Fairfield Road, Framlingham.