

**Agenda for the Public Relations and Markets Committee Meeting to be held  
on Tuesday 10<sup>th</sup> March 2020 in The Cell, The Old Court House, Bridge Street at 6.00pm**

**1. Apologies:**

To receive and accept apologies for absence:

**Present:**

**In Attendance:**

Eileen A Coe (Town Clerk/RFO)

**2. Declarations of Interest:**

**3. Minutes of previous meeting:**

To approve the minutes of the previous meeting as an accurate record

**4. To adjourn the meeting for the following:**

➤ **Public Comment:**

**5. To reconvene the meeting:**

**6. Town Council events:**

➤ **Firework Spectacular 2020:**

➤ **Medieval Market – 25th July 2020 – Cllr Simpson**

Update and report from Planning Meeting

➤ **Litter Pick – Sunday 26<sup>th</sup> April 10am – 12 noon**

Event leader:

Risk Assessment:

**7. Markets:**

➤ **Quarterly Electrical Inspection:**

To consider report of inspection carried out on 18<sup>th</sup> February 2020.

Update on monitoring of Pit 2 – Cllr Simpson

➤ **To consider the following Market pitch applications and any others received prior to the meeting:**

**Tadas Dereskevicius – Wild Game Meat Ltd**

Application for a 20ft pitch on the Saturday Market with electricity selling wild game meat, salami, sausages, Jerky. (Deer, Elk, Beaver, Boar, Venison, Pork and Beef)

**Sabina Szatan and Tadeusz Lesniewski – Kajtek Ltd**

Application for a 10ft pitch on the Saturday and Tuesday Market selling traditional pottery.

**8. Communications:**

➤ **Calendar 2021**

To consider submitted photographs

➤ **Monthly Town Council Newsletter – Cllr Hine**

➤ **Website – Cllr Hine**

Accessibility Regulations

Budget for new projects/work in excess of current website budget

➤ **Designated Councillor emails**

➤ **New online Town Guide/Town Trail plus accessible print version – Cllr Hine**

➤ **Town Council information leaflet – Cllr Hine**

➤ **Annual Newsletter – Cllr Hine**

➤ **Instagram update – Town Clerk**

➤ **Community Engagement Policy – Cllr Hine**

➤ **Promotional Materials – Pens, mugs, children's items – Cllr Wraight**

**9. CCTV – Cllr Kitching**

No business until results of Town Survey received.

**10. Framlingham Business Association – Cllr Wraight and the Town Clerk**

➤ Report from the Christmas 2020 Working Group

**11. WiFi:**

Geo-sense report

## **12. Inclusivity Working Group – Cllr Hine**

To report on meeting held on Wednesday 12<sup>th</sup> February

## **13. Action Plan:**

- Updates
- Projects to be put forward for local CIL funding

## **14. Correspondence:**

### **1/3 Framlingham Retailers**

Request for funding towards 100 flags and 2km of bunting for the VE Day Celebrations on 8<sup>th</sup> May, these will stay up for the Gala in May and Armed Forces Day in June. Costs around £2,800.

### **2/3 Framlingham Royal British Legion**

Email advising that the RBL will be holding a 2 minute silence on the market Hill on Friday 8th May 2020 to commemorate the 75 years since VE day. Rev Mark Sanders will say a few words and the Army cadets have been invited.

### **3/3 Resident**

Letter regarding the Bottle Banks in the Fore Street car park requesting consideration that these be relocated to the John Grose site, due to the increase in use following new development in the town and causing obstruction to a private access.

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

## **16. Next meeting:**

Tuesday 14<sup>th</sup> April 2020 at 7.00pm