

**Minutes of the Public Relations and Markets Committee Meeting held  
on Tuesday 12<sup>th</sup> June 2018 in The Cell, The Old Court House, Bridge Street at 7.30pm**

**1. Apologies:**

None, all present.

**Present:**

Cllr S Bennell, Cllr L Clouting (Chair), Cllr S Garrett, Cllr S Hopkins, Cllr G Kitching and Cllr J Simpson

**In Attendance:**

Mrs Eileen A Coe (Town Clerk/RFO)

**2. Declarations of Interest:**

None.

**3. Public Comment:**

None.

**4. Minutes of previous meeting:**

Cllr Clouting proposed the minutes of the meeting held on Tuesday 8<sup>th</sup> May (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Simpson and with three abstentions due to absence all were in favour.

Cllr Clouting then signed the minutes.

**5. Town Guide:**

A specification would be considered at the next meeting.

**6. Town Council organised Events:**

**Firework Spectacular 2018:**

A list and costs for glo-products would be provided at the next meeting

The quotation from Synergy Audio for PA services at £241.80 was agreed

It was agreed for the Town Clerk to start organising the event and put forward quotations etc for consideration at the next meetings in July and September

**Soap Box Race 2018:**

**Debrief:**

There was some discussion on the things that worked well and improvements for next year. Thank you letters/emails had been sent to all stewards, helpers and sponsors and a thank you poster put on

[www.framlingham.com](http://www.framlingham.com)

It was noted that more straw bales were needed and a road sweeper to assist the mechanical sweeper as although the pavements had been swept and straw collected after the event, the wind had re-distributed the straw all over the town prior to the planned mechanical sweeping on Monday morning. All other notes and suggested would be kept on file for discussion prior to the next event.

Lots of positive feedback had been received. Emails from Bulstrodes and The Crown Hotel were discussed and it was agreed for the Town Clerk to respond.

**Finance:**

The Town Clerk/RFO reported on the income and expenditure to date. A final income and expenditure report would be presented to the next meeting.

**7. Markets:**

➤ **Tuesday Market:**

No business.

➤ **Saturday Market:**

The advertising rates from About Fram were noted and filed for reference.

➤ **Market Pitch Applications:**

The following applications were considered:

**Green and Roses**

Application for a 6ft pitch on the Saturday Market selling a range of 100% cotton Fairtrade products made by a women's social enterprise in Ghana. Approved.

**Charmed Existence**

Application for a 12ft pitch on the Saturday Market selling hand-made soaps, bath-bombs, candles and vintage gifts including tea cup bird feeders, wine boxes and bags, cast iron door knockers. Approved.

**Flint and Fleur**

Application for a 10ft pitch on the Tuesday Market selling a variety of homeware, gifts, vintage furniture and occasionally vintage/antique jewellery. Approved.

## **9. Website:**

No business.

## **8. Town Council Office matters:**

### **➤ Flower tub planting:**

The Town Clerk reported that there was 1 tub remaining to be sponsored and this would be advertised in the next Town Council Newsletter.

### **➤ Flower tub watering:**

It was noted that the watering was being carried out as agreed by youngsters three times a week which was working very well. This would be paid monthly on receipt of an invoice.

## **9. Framlingham Signs:**

Options for an alternative design had been requested from the supplier which was considered and agreed. Following some discussion it was agreed for the Town Clerk to contact SCC highways and request that the 30 signs be relocated on separate posts so that the new style Framlingham signs could replace the old Framlingham signs. Once agreement with SCC had been reached a recommendation would be made to Full Council for the choice of design and cost.

## **10. Framlingham Business Association:**

No business.

## **11. 2018/19 Action Plan:**

Cllr Kitching suggested that the committee carry out consultations to find out what the needs of young people are in relation to infrastructure in the town, and how to help fund local youth organisations. This could then form part of the budget discussions in October/ November along with a CIL bid for the next year. He was particularly keen to deliver infrastructure needs in partnership with other organisations in the town and link with the FBA and Retailers Group, with the Town Council being a facilitator, and prioritise projects such as the Pageant Field storage/toilet facility.

Cllr Simpson reported on his findings on the needs for a bus service to Campsea Ashe (Wickham Market Railway Station)

It was agreed that the way forward would be to formally identify the need and carry out a survey. It was agreed to put this item on the agenda for the next meeting to discuss further.

Cllr Simpson gave his apologies and left the meeting at this point

## **12. Correspondence:**

### **1/13 Framlingham Business Association**

Thank you letter for the contribution of £250 towards the Event Booklet. Noted

## **13. Annual Allotment Competition:**

The purchase of two trophies and garden vouchers as last year was agreed.

Cllr Bennell and Cllr Clouting would approach Bill Fleming to carry out the Judging.

The prizes would be presented at the Framlingham Horticultural Autumn Show to be held on Saturday 15<sup>th</sup> September.

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

None.

## **15. Next meeting:**

Tuesday 10<sup>th</sup> July at 7.30pm

Meeting closed 20.53