

# Draft Minutes of the Annual Parish Meeting held on Monday 23rd April 2018

Headmaster Porter Hall, Framlingham College at 7.30pm

## **Apologies:**

Apologies were received and accepted from Cllr Bennell, Rev Mark Sanders, CCllr Stephen Burroughes and Sgt Mark Beresford.

## **Present:**

Invitations had been sent to various organisations in the town and the event had been advertised on [www.framlingham.com](http://www.framlingham.com) and in the EADT, plus several posters displayed around the town.

93 residents were in attendance.

## **Minutes of last APM:**

The minutes of the APM held on Thursday 27<sup>th</sup> April 2017 were circulated to all present. Cllr Kitching proposed these were an accurate record, which was seconded by Cllr Collins with a majority in favour.

## **Chairman's Welcome:**

Cllr Kitching welcomed everyone to the meeting and outlined three main themes about the work of the Town Council which include business as usual, events and future plans.

**Business as usual:** Includes such things as looking after the Pageant Field, the Fens, Cemetery, the Allotments, considering planning applications, lighting, organising the market, and ensuring the Town Council complied with all the regulations.

**Events:** which supported the community and brought people in to the town: The Soapbox Race and the Fireworks – these were put on annually at no cost to the residents of Framlingham and indeed made a profit which are used for the benefit of the town.

**Plans for the future:** Driven by the introduction of Community Infrastructure Levy (CIL) a lot of time was being spent on the Infrastructure Plan

Cllr Kitching went on to describe the work of the Town Council committees:

**PR and Markets:** This year the Town Council spent £16,000 on improving the electrics on the Market Hill. The Town Council itself moved offices to the Library which was a very good move. There was also a number of consultation events.

**Planning:** A huge amount of work was demanded by planning matters – 132 plans came before the committee during the past year.

**Rights of Way, Highways and Lighting:** A number of walks around the parish had been organised by the Town Council for both recreation and to preserve rights of way routes. He had learnt that nothing ever happens quickly in relation to highway matters; an example of which was the cycle racks. These had been agreed and funded two years ago and only this year had Suffolk County Council granted the Town Council a licence to install them. Communication with the Suffolk County Council highways department had proved to be very difficult, since the new service was in place, although this had improved recently after the Town Council had met with a Suffolk County Council Liaison officer.

**Lands:** The Town Council owns and manages several plots of land and the Lands committee had ensured that these were safe and pleasant environments.

**Finance:** Nothing was achieved without due diligence on financial matters. With the coming of the General Data Protection Regulations the whole Council – staff and Councillors had attended training on the new regime for Data handling and processing and ways of minimising the risk of data fraud. There was a potential £3.8M for the town from the CIL payments and it was essential the Town Council was prepared.

He then returned to business as usual and said this would be the topic of Cllr Jones' talk later in the evening.

## **Police Report:**

Cllr Kitching introduced PC Jeff Burt, the police officer who looks after Framlingham and PC Simon Green who is the Community Engagement Officer. PC Green outlined how the Police deal with calls from the public and explained the 'Computer Activated Dispatch' (CAD) system they used. He said that in the last financial year the Police had been called out to Framlingham 143 times, and outlined other statistics relating to Police activity in the town. These statistics and a full copy of the Police report was attached to a file copy of these minutes.

One resident asked PC Burt if he ever walked the beat anymore as she had not seen a Policeman walk along her road for a long time. PC Burt asked where she lived and replied that he had been down that road that very day. Another resident queried the number of Police cars that were available at any one time. PC Green said that this varies as they reacted to demand. There was then a discussion on the concerns raised by residents on the subject of drug use.

Cllr Kitching thanked PCs Green and Burt for their presentation and their work in the town.

### **Infrastructure Plan Update including: Community Centre, Parking and Footpaths**

Cllr Kitching introduced Cllr Jones who outlined the key priorities for the year ahead:

- Medical facilities
- Community Centre
- Footpaths/Pedestrian safety
- Parking

Cllr Jones explained that the reason why the work that needed to be done was the 'Community Infrastructure Levy' (CIL). This was a sum of money developers pay to the District Council when they build new homes for the open market. A percentage – 15% or 25% would go to the town or parish where the development was built. Looking at Housing, Cllr Jones explained that 577 new homes had or were being built in Framlingham for the open market since 2010 compared to the Neighbourhood Plan Allocation of 475 and noted that the town had overachieved the number required in the Neighbourhood Plan by 102 homes.

Moving on to the subject of CIL he said that the medical practice won the only successful bid in the District for CIL funding when the process started last year and with funding from the NHS this would improve and expand the surgery in Pembroke Road.

With regard to the Community Centre Cllr Jones told the meeting that following the consultation in the Autumn of 2017, a working group – drawn from a wide variety of people with different interests and backgrounds – had been set up. This was working hard and reported to the monthly Infrastructure Plan Committee. As a result of the findings of the Working Group three sites were being considered for new Community facilities: -

- Revised Brook Lane New Build
- St Michael's rooms Rebuild
- Sports Club location New Build

Cllr Jones reported that the Town Council wanted to ensure that Community Centre proposals would be looked at on equal terms. This meant that feasibility studies and other matters of due diligence and planning had to be completed before a final decision would be taken.

Moving on to footpaths and pedestrian Safety Cllr Jones reported that the new pedestrian crossing in Station Road and a new improved footpath along Pigs Meadow linking New Road and College Road were in the advanced stages and he hoped they would be constructed very soon. Following the most welcome meeting with a representative from Suffolk County Highways recently, proposals were also being developed for other new walkways and footpaths – the idea being to guide pedestrians away from roads using link paths.

Cllr Jones said that refuge islands on wide junctions like Victoria Mill Road and a new pedestrian crossing for College Road by the new footpath were now under investigation.

Cllr Jones then moved to talk about parking in Framlingham. A Working Group was formed last year and this had resulted in a Parking Strategy being approved in February 2018. Following a change in the law, the enforcement of traffic regulations was being transferred from the Police to Local Authorities. This was called Civil Parking Enforcement (CPE). Suffolk Coastal was expected to move, in two phases, to Civil Parking Enforcement; 'Off Street' in 2018, and 'On Street' in 2019. Cllr Jones added that the Town Council was in well advanced discussions with Suffolk Coastal District Council about CPE and had also talked to local land owners, Framlingham College, the Sports Club and others who had small parcels of land that could be used as car parks. One member of the public asked if the Town Council was arranging any charging points for electric vehicles. Cllr Jones replied that the Town Council was looking into these. Other residents focussed their questions on parking issues and offered suggestions or asked questions about what the Town Council was doing about traffic volume and speeds. It was noted more than once that the Town Council should start charging for parking (with some short time free parking and/or a scheme for residents parking) which Cllr Jones agreed with and said the Town Council was discussing these issues with the relevant authorities. Further comments from residents prompted Cllr Kitching to thank the members of the public for their comments and suggestions which were all important but reminded the meeting that it is Suffolk County Council who is responsible for highways and what was most frustrating was the lack of dialogue the Town Council had received from them. However, having met

with a representative from SCC highways only the week before he hoped the situation would now improve. He then thanked Cllr Jones for his report and advised that a full copy of his presentation would be attached to these minutes.

#### **Reports from other organisations in the town:**

Other organisations in the town had been invited to attend and provide a report, which had been copied and were available for attendees to pick up from:

- The Pryke Trust
- Framlingham Residents Association
- The Mills Charity
- St John Ambulance
- Framlingham Business Association

#### **Public Forum:**

A resident asked what was happening about CCTV in the town. Cllr Kitching said that the Town Council had been discussing this issue with Framlingham Business Association.

There were many questions about the new Community Centre. Most focussed on comparisons between the three sites. Cllrs Kitching or Jones answered these questions by saying that the Town Council's objective was to ensure that the most well-informed decision was made and this could only be achieved by ensuring each site had the same level of details in the design, costing and legal matters. When asked by a resident when the Town Council will make its decision on what it was going to do, Cllr Jones said that the Town Council was preparing to make its decision at the Full Town Council meeting on June 7<sup>th</sup>

Other members of the public asked questions about traffic and parking. Issues such as a blanket 20mph speed limit in the centre of town and past the schools, traffic calming/slowing measures and whether Fram would ever have a bypass were asked. Cllr Kitching referred most people to the published Parking Strategy which was available on the website or from the council offices. He reiterated that the Town Council had been experiencing great difficulties when dealing with the Suffolk County Council Highways Department over the past year but since the Town Council had met with a representative from SCC recently, he hoped things would improve over the coming year and traffic issues were high on the agenda.

A resident asked if the Town Council was going to release land or support a new supermarket for the town. Cllr Jones said it would be up to a commercial enterprise to make the approach to the town, and as of now there had been no such approach. One member of the public asked if all the notes of the Working Groups were going to be published on the website. Cllr Jones replied that the notes often contained sensitive information but the results of the sub group reports would be included in the notes of the Working Group and these are available on the website. The resident then asked if any plan existed on how the Town Council would spend the Community Infrastructure Levy money. Cllr Jones replied that the Infrastructure Plan Committee looked at this issue every time it met and the proposals were reflected in the IPC minutes which were available on the website. The resident then asked if there was a fully detailed and costed business plan for the Community Centre. Cllr Jones said that the Town Council was working on a much wider Plan than just the Community Centre, which included detailed solutions for parking and other traffic related issues. One final comment was from a member of the public who thanked the Town Councillors for their hard work especially as it was entirely voluntary. This resulted in a round of applause from the meeting.

Cllr Kitching then summed up the meeting and reflected that most of the concerns expressed revolved around the Community Centre and parking which accurately reflected the focus of the Town Council's work. He then invited everyone to enjoy the refreshments provided and closed the meeting at 9:40pm.