

DRAFT Minutes of the meeting of the Town Council held at The St John Ambulance Westbury Centre, Fairfield Road, Framlingham on Thursday 4th April 2019 at 7.30pm.

The Chairman advised that the meeting was being recorded.

1. APOLOGIES:

Apologies were received and accepted from Cllr J Jones and Cllr L Clouting.

Present:

Cllrs: Ms S Bennell, Mr D Beal, Mr P Collins (Chairman), Mr C Eastwood, Mr S Garrett, Mr S Hopknis, Mr G Kitching, and Mr B Roberts and Mr J Simpson.

IN ATTENDANCE:

Mrs Eileen Coe (Town Clerk/RFO), Mr James Overbury (Deputy Town Clerk), and 13 members of the public.

2. MINUTES OF PREVIOUS MEETING:

214419 Cllr Garrett proposed 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. The Chairman then signed the minutes.

3. DISPENSATION REQUESTS RECEIVED:

None.

4. DECLARATIONS OF INTEREST:

None.

5. ADJOURNMENT:

514419 The Chairman proposed an adjournment for the following items which was approved.

5.1 Police Matters:

No report.

5.2 Report by County Councillor:

No Report.

5.3 Report by District Councillors:

Cllr Collins read out an email from DCllr Hudson thanking the Town Council for its support during his term of office.

5.4 Report from Friends of Framlingham Library Group rep

No report.

5.5 Report from Greener Fram/Community Garden rep

The next swap and mend will be at the Unitarian Meeting House on Saturday 13th April. There will be no swap and mend in May.

5.6 Public Comment

The Chair of the Framlingham Residents Association announced that the date of their AGM was to be at 7pm on Monday 29th April in the Unitarian Meeting House. The guest speaker was to be Mr Nick Corke – Chair of the Mills Charity. All were welcome.

A person spoke about the notice board on the Market Hill. She remained unhappy with the fact that members of the Framlingham Business Association were still being allowed to advertise their services on this notice board. As the Town Council uses this notice board, she remained concerned that people could think that the Town Council were endorsing these businesses. She also questioned why the Library car park had notices posted advising people that the Library car park was only to be used for Library users, or indeed for staff of the Library or Town Council. The Chairman replied saying he would look into these matters. The Chief Executive of the Hour Community reported that the Trishaws would be operated again from tomorrow and asked people to look out for them.

6. RECONVENE:

614419 The Chairman proposed to reconvene the meeting, which was agreed.

7. CORRESPONDENCE:

None.

8. TRAINING/ CONFERENCES/EVENTS:

None.

Committee Recommendations and Business:

9. PLANNING COMMITTEE:

- **The following planning decisions were noted:**
- **DC/16/4355/FUL** Residential Development of 24 Dwellings, together with associated access roads, garaging and car parking (Revised Proposals to those previously permitted under DC/16/4355/FUL) - Os 4700 Saxtead Road Framlingham Suffolk
- **Application Withdrawn**

- **DC/18/5225/FUL Buckmaster Meadow – Station Terrace** Rear extension and side extension to ground and first floor. - 1 Buckmaster Meadow Station Terrace Framlingham Woodbridge Suffolk IP13 9EF
- **Planning Permission Granted**

- **DC/19/0540/FUL** Erection of one single-storey business unit, ground and first floor extensions to existing filling station shop, and associated external works. - Potters Business Park Station Road Framlingham Suffolk.
- **Planning Permission Granted.**

- **DC/19/0206/FUL** Single Storey Rear Extension - 9 Howard Close Framlingham Suffolk IP13 9SH
- **Planning Permission Granted**

The Following Planning Applications were considered:

DC/19/1042/FUL Mr & Mrs C Newton – 4 Brook Lane – single-storey side extension

The Town Council SUPPORTED the application.

- Planning matters of report/items of information only:
Cllr Garrett drew attention to the Planning Committee minutes which reported that the Town Council had written to East Suffolk Council regarding the Persimmon development and had requested to learn what the District council proposed to undertake to prevent such instances happening again.

10. PUBLIC RELATIONS AND MARKETS COMMITTEE:

Cllr Garrett proposed to approve the committee's recommendation to work in partnership with East Suffolk Council and Framlingham Business Association on a pilot scheme initiated by SCDC to provide free WiFi in the town centre, the initial cost and funding will be provided to the Town Council to cover the installation and the first 3 years of operational costs of the scheme, under an agreed understanding between the two authorities setting out basic information on the scheme and relevant role and responsibilities: East Suffolk Council providing project management and support, FTC/FBA to explore potential funding sources to cover operational costs thereby making the service self-sustaining, all parties to share learning and experience etc. This was seconded by Cllr Simpson.

11. RIGHTS OF WAY, HIGHWAYS & LIGHTING COMMITTEE:

- No business

12. LANDS COMMITTEE:

Cllr Bennell proposed to approve the committee's recommendation to accept the quotation from Kindewood for the felling of 1 x lime tree at the back of the Churchyard and treating stump (as recommended) of the adjoining Lime tree felled in 2014 at a total cost of £1,650, plus the cost for a Faculty as required, from Budget 1613 (Trees) which was seconded by Cllr Hopkins with all in favour.

13. FINANCE AND STRATEGIC PLANNING:

- **1314419** Cllr Collins confirmed the BACS payments approved at the March 2019 meeting had been paid as agreed and the bank print out verified and signed by two Councillors.
- **1324419** The details of balances of all bank accounts were noted.
- A copy of the list of current invoices was provided to each Councillor. Current invoices put forward at the meeting had been checked and verified by the relevant Committee Chairman and were made available in the Payments folder prior to the meeting.
- **1334419** Cllr Collins proposed to approve the payment of current invoices which was seconded by Cllr Kitchin with all in favour.
- St Michael's Rooms update:

Cllr Kitching reported that the aim remains to provide a newly built community space for Framlingham. The existing St Michael's Rooms are a long standing and popular community facility in the centre of the town which has served the community in a variety of ways for about a hundred years. A new build would allow for wider community use with up to date facilities including a smaller meeting room as well as a hall.

In the original proposal, the Town Council would have led the project in partnership with the PCC and community volunteers. However, the complexity of the legal and financial processes undermined the feasibility of this approach.

In discussions with the District Council it has emerged that they would support the PCC leading the project and it is possible with Town Council agreement for the PCC to receive CIL money from the District Council. This would remove the obstacles presented by the original approach. The District Council has made a Memorandum of Understanding between the PCC and Town Council a requirement for its support of the project.

The new plan is for the PCC to lead the project, with the support of the Town Council, seeking to deliver the project using money raised by the PCC along with District Council CIL and the PCC also intends to apply for local CIL funding. The PCC will agree a Memorandum of Understanding with the Town Council and District Council describing its commitment to raising the funding for the new build, as a resource for the whole community. This was the intention of the original CIL funding bid.

The wider community use of the present building is increasing already following the growth of the town and the closure of the Conservative Club. We expect that trend to continue.

The PCC will work with the present and the new Town Council to produce a new hall for the use of the whole community. The Memorandum of Understanding and the Business Plan to support the project will be presented to the Finance and Strategic Planning Committee meeting on 11th April and they will then come to Full Council for a final decision.

It was requested that when further information became available that this would be circulated to all Councillors, which was agreed.

14. MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA ONLY:

Cllr Collins announced that the Annual Parish Meeting would be held at 7:30pm on Tuesday 7th May 2019 in the St John Westbury Centre

Cllr Roberts announced his retirement from the Town Council and hoped that after the election there would be a full complement of councillors representing the town.

It was confirmed that the former conservative Club had been sold and that a report on its potential future use for the community would be reported soon.

Cllr Collins noted that this was the last meeting before the elections and thanked fellow Councillors and Staff for their help and support during the last four years.

15: DATE OF NEXT COUNCIL MEETING:

The next Town Council meeting will be the **ANNUAL TOWN COUNCIL MEETING** to be held on **Thursday 16th May 2019 at 7.30pm in The United Free Church Hall, Riverside Framlingham.**

The meeting closed at 8:04pm