

Minutes of the meeting of the Town Council held at The St John Ambulance Westbury Centre, Fairfield Road, Framlingham on Thursday 5th September 2019 at 7.30pm.

The Chairman advised that the meeting was being recorded.

1. Apologies

Apologies were received and accepted from Cllr A Fisher, CCllr S Burroughes, and DCllr Cook.

Present:

Cllrs D Beal, D Carter, P Collins, C Eastwood, S Garrett, M Hine, J Jones, G Kitching, J Simpson, and P Wraight.

In Attendance:

Mrs E Coe (Town Clerk/RFO), Mr J Overbury (Deputy Town Clerk), and fourteen members of the public.

2. Minutes of Previous meeting

Cllr Carter asked whether in agenda item 9 at the August meeting with regard to DC19/2018/FUL that mention was made that the site was outside the physical limits boundary, which would have been incorrect as it is within the boundary. It was agreed to check the recording of the meeting – see footnote. However, as the minutes described the dialogue on the matter correctly, the minutes should stand.

Cllr Wraight recalled that in agenda item No. 12 relating to the proposed Pavilion on the Pageant Field that she had asked whether the neighbouring residents would be consulted. It was agreed to amend the minutes to the effect of ‘Cllr Collins replied that there was a consultation letter being prepared for the residents around the site’.

215919 With the above amendments, Cllr Collins proposed that the minutes of the previous meeting be approved as an accurate record, which was seconded by Cllr Eastwood and with two abstentions due to absence, all were in favour. The Chairman then signed the minutes.

3. Dispensation requests received:

None Received.

4. Declarations of Interest.

Cllr Jones declared an interest in Payments and Planning application DC/19/3168/FUL and signed the Interest Book.

5. Adjournment

515919 The Chairman proposed an adjournment for the following items which was approved.

5.1 Police Matters

The Town Clerk reported that there was nothing related to Framlingham in the latest edition of ‘Constables County’. Information about the 101 telephone service and email contact had been included in the latest Town Council Newsletter, and circulated to all Councillors.

5.2 Report by County Councillor

The report by the County Councillor had been circulated prior to the meeting.

5.3 Report by District Councillors

The report by the District Councillor had been circulated prior to the meeting.

5.4 Public Comment

One person expressed disappointment in the fact that the District and County Councillor were not in attendance. The Chairman noted that CCllr Burroughes had given apologies but may join the meeting at 8:00pm and DCllr Cook was on holiday. The representative from the Hour Community reported that their AGM was to be held on 24th September at 7:30pm in the St John Westbury Centre. He was pleased to announce that the hour community had been nominated for more awards, but also called for more volunteers. Another person noted that there was an agenda item to consider the use of the Cemetery driveway as a car park, and hoped that this would be followed through to completion.

6. Reconvene

615919 The Chairman proposed to reconvene the meeting, which was agreed.

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7. Correspondence

None for this meeting.

8. Training/ Conferences/Events:

None.

Committee Recommendations and Business:

9. Planning Committee:

The following planning decisions were noted:

DC/19/2423/LBC 27 Castle Street – Listed Building Consent

The following planning applications were considered:

DC/19/3036/LBC – The former Conservative Club, 10 Church Street – external alterations to form 1 new door and 1 new window to street elevation, and internal alterations to form new office in former meetings room. Internal partitions to form new W.C, and new external openings to form studios and subdivide spaces for fire regulations. Demolition of garage and replacement with new studio building. Ancillary landscape works.

The Town Council supported the application.

DC/19/2972/FUL – 11 Pembroke Road – Render and clad the external walls of property. Majority of property to be rendered in K render (Limestone White SIL TC10) with the two ground floor extensions (built in 1980's) clad in James Hardie Plank (Anthracite Grey)

The Town Council supported the application.

DC/19/3168/FUL – Home Lea, New Street – demolition of existing single storey side extensions and garage. Erection of single storey rear and two storey side extension including internal alterations and replacement of YPVC windows with timber.

The Town Council supported the application.

DC/19/3156/LBC 29 Fore Street – Listed Building Consent for change of use of former shop and dwelling to use as a single dwelling with two storey rear extension and associated outbuildings

The Town Council supported the application but drew the attention of the Conservation Officer to the comments made by The Society for the Protection of Ancient Buildings.

Referral of Planning Applications

None.

Planning matters of report/items of information only:

Cllr Garrett noted that the recent planning permission granted to the Orchard (DC/19/2821/FUL) for an annexe to become a holiday let would now be liable for a CIL contribution.

10. Public Relations and Markets Committee:

- No business

11. Rights of Way, Highways & Lighting Committee:

- No business

12. Lands Committee:

Parking in the Cemetery – (ref minutes item 6 17th July 2019)

Cllr Collins reported that he had prior to the meeting circulated a set of drawings of what he considered possible at the location. This amounted to 18-20 spaces. He wished to see whether the matter could be dismissed immediately or should be discussed more in detail. There followed a debate on the idea which focussed on a number of themes:

- What to do with the gates
- The precise layout of the car park
- Whether to close the car park to the public when there was a funeral.
- How to deal with the repairs to the existing driveway which were becoming urgent.
- How best to consult the residents of the town.

Cllr Collins proposed to further investigate this idea with all parties including residents, which Cllr Kitching seconded, and with eight votes in favour and two against the motion was carried. The issue would be added to the Rights of Way, Highways and Lighting Committee Agenda for further consideration.

To consider the quotation from Haward Horological for work to the town clock

Following some discussion, it was agreed not to accept the quotation from Haward Horological of the £1,100.00 for works to the dial and hands. It was agreed to liaise with the PCC and investigate any damage to the clock as a direct result of the works carried out by the contractor for which they should be liable. The Town Clerk was requested to ask the PCC to consider retaining the scaffolding on the tower until any potential work to the clock was established.

1225919 It was agreed to accept the quotation of £300.00 to fully service and provide a report on the clock form Haward Horological.

13. Finance and Strategic Planning:

1315919 Cllr Jones confirmed the BACS payments approved at the August meeting had been paid as agreed and the bank print out verified and signed by two Councillors.

1325919 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.

1335919 Cllr Collins proposed to approve the payment of current invoices which was seconded by Cllr Eastwood and with one abstention due to interest, all were in favour.

SMR update:

Cllr Kitching reported that negotiations were continuing with the PCC.

1345919 The Chairman proposed to suspend the meeting in order for Canon Rev Mark Sanders to address the meeting, which was agreed.

Canon Rev Mark Sanders reported that the PCC would welcome any further comments on the proposals for the hall. He noted that the prime funder for the hall was the District Council who appear content with the arrangement for the use of CIL funds for the new hall. He added that the PCC had moved its position considerably during the negotiations and hoped that a position would soon be reached where a decision by the Town Council could be made.

Each Councillor was then asked to respond and to add their comments to the debate. The Chairman then summarised the themes:

- It was essential that the Town Council acted within the law.
- It was essential to protect the facility, for community use, for as long as possible and the commitment by the PCC to ensure this for 20 years on a building with a life of up to 100 years was not long enough.
- Negotiations (and in particular directly between the PCC and Town Council legal teams) must continue.
- There was a universal desire for the building to be replaced for the benefit of the community.

The Vice Chairman observed that the PCC and the Town Council's positions were not far apart and voiced hope for a speedy conclusion of the negotiations leading to an agreement. Cllr Carter echoed that statement.

1355919 The Chairman proposed to reconvene the meeting which was agreed.

1365919 Cllr Kitching proposed to withdraw the following proposal deferred from previous meetings:

To approve the committee's recommendation subject to receiving legal advice that the Town Council approves the allocation of local CIL funds for the redevelopment of St Michaels Rooms up to the sum of £70K subject to match funding from the PCC, which was seconded by Cllr Garrett with all in favour.

1375919 Cllr Kitching proposed to withdraw the following proposal deferred from previous meetings:

To approve the committee's recommendation that the Town Council approves the legal agreement between FTC and PCC relating to the allocation of £70k of Local CIL funds, which was seconded by Cllr Jones with all in favour.

Cllr Kitching concluded by saying he will look to draw up a new set of motions for future consideration.

13. Matters of report from the Finance and Strategic Planning committee

Parking Update.

Cllr Jones reported on a successful meeting with East Suffolk Council (ESC) regarding the parking proposals. The Service Level Agreement (SLA) with ESC was close to completion and an understanding had been reached on the way forward and the timing of the changes. He was pleased to report that ESC had secured funding through the District and County Councils for these changes. This removed the need for the Town Council to fund the Traffic Regulation Orders (TROs) for Double Street and Fore Street.

Relocation of Town Council Office

The two proposed landlords had revised their offers and this would be considered at the next meeting of the Finance and Strategic Planning Committee who would make a recommendation for the Full Council meeting in October.

14. Matters of report or items for next agenda only:

Cllr Jones called for items to be considered at the October Strategic Planning Forum to be agreed by all the Town Council Committees. The Town Clerk advised this was an agenda item for all committee meetings in September.

15: Date of next Council meeting:

The next Town Council meeting will be held on **Thursday 3rd October 2019 at 7.30pm** in The St John Westbury Centre, Fairfield Road, Framlingham.

The meeting ended at 9:20pm.

Footnote: The recording of the previous meeting held on 1st August had been examined and it was established that the site referenced within planning application DC19/2018/FUL had been described as being outside the physical limits boundary.