

Minutes of the meeting of the Town Council held at The St John Ambulance Westbury Centre, Fairfield Road, Framlingham on Thursday 3rd October 2019 at 7.30pm.

The Chairman advised that the meeting was being recorded.

1. Apologies:

Apologies were received and accepted from Cllr P Wraight.

Cllr Fisher was not present.

Present:

Cllrs Mr D Beal, Mr D Carter, Mr P Collins, (Chairman) Mr S Garrett, Ms M Hine, Mr C Eastwood Mr J Jones, Mr G Kitching, Mr J Simpson, Mrs P Wraight

In attendance:

Mrs Eileen A Coe (Town Clerk/RFO), Mr James Overbury (Deputy Town Clerk), and 10 members of the public.

2. Minutes of Previous meeting:

2131019 Cllr Collins proposed that the minutes of the previous meeting be approved as an accurate record, which was seconded by Cllr Eastwood with all in favour. The Chairman then signed the minutes.

3. Dispensation requests received:

None received.

4. Declarations of interest:

None declared.

5. Adjournment:

5131019 The Chairman proposed an adjournment for the following items which was approved.

5.1 Police Matters:

No report.

5.2 Report by County Councillor:

CCllr Burroughes apologised that he did not have a written report available for the meeting but would be sending one to the Town Council within the week. He spoke on three matters: He reported that the stage three consultation with EDF (regarding Sizewell C Power Station) was complete, with the County Council Cabinet being very robust in voicing their concerns that the benefits of Nuclear Power need to outweigh the disadvantages. He then reported that the County Council were embarking on a boundary review with the aim of creating wards with more equal populations. New technology, such as video conferencing, was being considered to improve efficiency. Finally, he wished to congratulate Mills Meadow on their assessment as 'Outstanding' by the Care Quality Commission (CQC). He said that Framlingham should be proud of their efforts and he looked forward in joining the Care Home for a celebration.

5.3 Report by District Councillors:

DCllr Cook reported that he had sent a written report, and that a further one was being prepared. DCllr Cook said that he and CCllr Burroughes had taken part in three days of strategic planning for the district. He told the meeting that East Suffolk Council (ESC) had also responded to the EDF energy consultation and in fact it was a joint response from SCC and ESC. He reported that the ESC Cabinet had approved eight new Community Partnerships, the purpose of which were to ensure the services delivered by ESC were more relevant to the local communities. The Community Partnership Framlingham was to be a part of was the 'Framlingham and Wickham Market Community Partnership'. Workshops for Town and Parish Councillors were being devised, and meetings of the partnerships would begin in the New Year. Cllr Jones asked DCllr Cook what had happened to the other elected representative from East Suffolk Council for the Framlingham ward, as he had yet to attend any Town Council meetings. DCllr Cook replied that DCllr Taylor had a number of work and domestic issues which had kept him in a low profile but these were being resolved.

5.4 Report by Fairtrade Representative – Cllr M Hine:

Cllr Hine reported that whilst the first formal event was to be in January 2020, she would be attending the next pop up event.

5.5 Public Comment:

A person spoke about street cleaning in Double Street, and expressed frustration about receiving the information they had asked for. They handed each Councillor a note, and the Chairman said that the Town Council would digest the note before replying. A resident spoke about his frustration over the delays in consulting the public and businesses regarding the proposals for CCTV in the town. A person told the meeting he was sad to see so many pot holes and dilapidated pavements. The Chairman said that these issues were on the agenda of the next Rights of Way, Highways and Lighting Committee. Cllr Jones said that he shared the person's feelings, and had himself taken part in an inventory of all the faults in the roads and pavements and reported these to the authorities responsible for their upkeep – the County and District Authorities – but despite following this up many times nothing had happened. CCllr Burroughes asked for a copy of the inventory and would take this up with the Portfolio Holder at the County Council. A person voiced fears that Galloway's bus company was relinquishing the 118 contract, and hoped it was to be taken over by a different bus company. Without this service the town would be isolated, and people without a car would not be able to get where they needed to go. He urged the County and District Councillors to take heed and to help ensure the town as connected to other parts of the County. A further resident urged the Town Council not to create a car park at the entrance of the Cemetery.

6. 6131019 The Chairman proposed to reconvene the meeting which was agreed.

7. Correspondence:

None for this meeting.

8. Training/ Conferences/Events:

7/1 Suffolk Association of Local Councils (SALC):

8131019 After some discussion regarding the value of renewing the Town Council's membership of SALC, Cllr Collins proposed that the Town Council renew its membership of SALC for the part year to 31/3/20 at a cost of £487.00 which was seconded by Cllr Jones and with one abstention, all were in favour.

8/1 East Suffolk Partnership Annual Forum 2019:

It was agreed that the Town Clerk would attend and if any Town Councillors wished to attend, they should contact the Town Clerk.

9/1 Rural Coffee Caravan – Energy Event Dennington:

It was agreed that Cllr Hine would attend on behalf of the Town Council.

10/1 NFLA, BANNG, TASC, Stop Hinkley:

It was agreed that Cllr Hine would attend on behalf of the Town Council.

11/1 East Suffolk Community Partnerships - Community Partnership Workshops - Hacheston Village Hall:

The Town Clerk was asked to try and get two more places for the Town Council so three Town Councillors and the Town Clerk could attend the meeting.

Committee Recommendations and Business:

9. Planning Committee:

The following planning decisions were noted:

DC/19/3036/LBC – Planning and Listed Building consent approved. Alterations to old Conservative Club (FTC Supported)

DC/19/3168/FUL Home Lea New Street Framlingham Suffolk IP13 9RF. Planning Permission granted. (FTC supported) Demolition of existing single storey side extension and garage. Erection of single storey rear and two storey side extension including internal alterations and replacement of UPVC windows with timber.

DC/19/3156/LBC 29 Fore Street Framlingham Suffolk IP13 9DD. Planning Permission and listed building consent granted to convert into single dwelling. (FTC Supported)

DC/19/2972/FUL 11 Pembroke Road Framlingham Suffolk IP13 9HA. Planning Permission granted for re-rendering. (FTC Supported)

The following Planning Applications were considered.

DC19/3544/FUL The Oaks, High Road – Change of use of an existing building from holiday let accommodation to a garage, games room and storage building associated with The Oaks, Apsey Green
The Town Council SUPPORTED the application.

DC19/3650/FUL 59-61 College Road - Change of use and conversion of part of existing building, formerly used as offices to create a new two-bedroomed flat – plus minor alterations to the remaining building

The Town Council OBJECTED to this application as there is insufficient parking. There are 8 spaces in total for this site, but it was understood there was a covenant on the site providing a neighbour with permanent use of one space, and thus only 7 spaces are available. The flats in this building including this proposed conversion will require a minimum of 10 spaces (9 spaces plus 1 visitor space). As a result, there is shortfall of 3 spaces. This is contrary to the Suffolk County Council parking guidelines, which are also specified in policy FRAM17 of the Framlingham Neighbourhood Plan. The streets in this vicinity (College Road and Mount Pleasant) already result in traffic obstructions and hazards from inappropriate on-street parking, and this proposal will result in increased on-street parking. Parking provision in central Framlingham is severely limited and public transport links are poor, and so the parking provision allocation, per dwelling, within the “Suffolk Guidance for Parking” need to be adhered to.

DC/19/3703/FUL 1 Black Barn Cott, Saxtead Rd IP13 9P existing outbuilding converted to one bed holiday unit

The Town Council SUPPORTED the application.

DC/19/3669/FUL 115 College Rd IP13 9EU

Refurbishment of existing building and conversion back to two separate dwellings

The Town Council SUPPORTED the application.

Referral of Planning Applications received prior to the meeting:

None received.

Planning matters of report/items of information only:

None.

To consider timings of Planning and Rights of Way, Highways and Lighting Committee meetings:

It was agreed that the timings should remain as they stood until the new Town Council Year and then review the situation.

10. Public Relations and Markets Committee:

Matters of report/items of information only:

Cllr Kitching reported that the Committee would look again at the CCTV issue, but noted that it was only a reactive tool and was no replacement for an effective Community Police presence. He reported that the committee had been reviewing all aspects of Town Council Communication and had produced three discussion papers. It was agreed to work towards recommendations for the Full Council to approve. Cllr Kitchen reminded the meeting that the annual Firework Spectacular was to be on November 2nd and urged all to attend.

11. Rights of Way, Highways & Lighting Committee:

On-Street Parking Proposals – map and information attached.

Cllr Eastwood drew attention to the reports circulated prior to the meeting. He noted it was hoped these would be implemented early in the New Year following a statutory six-week consultation delivered by the County and District Councils.

Matters of report/items of information only.

Cllr Jones reported on the progress of off-street parking. A decision from the Sports Club was expected imminently. The service level agreement with East Suffolk Council was close to being finalised with only minor amendments to be made. Copies of the document were available for other town councillors to read.

Cllr Eastwood updated the meeting that the survey on the bus to Campsea Ashe Station had been completed and quotations were being sought for a pilot service. Quotations had been received for two footpath improvements, and there was hope that Suffolk County Council would volunteer some

suggestions for how the road safety improvements the Town Council wished to see implemented, could be achieved. Cllr Eastwood reminded the meeting of the Rights of Way Walk on Saturday October 5th and hoped for a good attendance. He and Cllr Simpson had attended a training opportunity provided by Suffolk County Council which had led them to be qualified to put up road signs and set up temporary traffic lights, but did not qualify them to actually work in the road. It did give them the necessary qualification to be classed as 'Community Rangers'. As such the Town Council would be organising groups of volunteers to undertake minor improvements such as undergrowth and hedge trimming around the town.

12. Lands Committee:

12131019 Cllr Collins proposed to approve the committee's recommendation to increase the Allotment rents from £30 to £32 per year from 1st April 2020, which was seconded by Cllr Kitching with all in favour.

12231019 Cllr Collins proposed to approve the committee's recommendation to increase the Cemetery Charges by 20% from 1st April 2020, which was seconded by Cllr Simpson with all in favour.

12331019 Cllr Collins proposed to approve the Committee's recommendation to increase the age limit of a child's free burial (residents only) from under 14 to under 18 years, which was seconded by Cllr Kitching with all in favour.

12431019 Cllr Collins proposed to approve the committee's recommendation to accept the quotation from Hayden's Arboricultural Services for the Tree Survey in the Cemetery at £737.00 from Budget 1613, which was seconded by Cllr Garrett with all in favour.

Matters of report/items of information only.

The Town Clerk reported that during a meeting on site at the Pageant Field with a professional tree consultant, that it had been noticed that one of the horse chestnuts was in a dangerous state and should be felled or pollarded to a 3m stem as a matter of urgency.

12531019 Using the emergency powers set out in the Town Council's standing orders, the sum of £1,000 from budget 1613 had been agreed to be spent on making the tree safe.

Cllr Collins reported that the new Pavilion had been manufactured and the Town Council was awaiting the result of the planning application. Once achieved, there would be an 8-week delay in siting the unit to allow ground works to be completed.

13. Finance and Strategic Planning:

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.

- **13131019** Cllr Jones confirmed the BACS payments approved at the September meeting had been paid as agreed and the bank print out verified and signed by two Councillors which was noted and filed for future reference.
- **13231019** The Town Clerk/RFO provided a printout of the balances of all bank accounts which was presented to the meeting by Cllr Jones, and the details noted.
- **13331019** Cllr Jones proposed to approve the payment of current invoices which was seconded by Cllr Collins with all in favour.
- **13431019** Cllr Jones noted the conclusion of the Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2019, which was successful and he thanked the Town Clerk/RFO for her work on this.
- **SMR update:** Cllr Kitching reported that a very useful meeting between the Town Council and the PCC had taken place and the Town Council were awaiting the PCC's response. A further meeting had been agreed to discuss these. He hoped to bring recommendations to the November Full Council meeting for approval.
- **Matters of report/items of information only.**

Cllr Jones reported that a recommendation regarding a potential new location for the Town Council Office was expected for the November Full Council meeting. With regard to the Strategic and

Communication Planning Forum he proposed allocating time slots for the discussion elements which was agreed.

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

- Cllr Collins reminded the meeting of the Remembrance Parade and Service – Sunday 10th November and the Remembrance Day silence on Monday 11th November on the Market Hill at 11am
- Cllr Collins suggested that a letter of congratulations be sent to Mills Meadow on their award of ‘Outstanding’ by the CQC, which was agreed.

15: Date of next Council meeting:

The next Town Council meeting will be held on **Thursday 7th November 2019 at 7.30pm** in The St John Ambulance Westbury Centre, Fairfield Road, Framlingham.

The meeting closed at 9:16pm.