

FRAMLINGHAM TOWN COUNCIL

**Minutes of the Town Council meeting held at The St John Ambulance Westbury Centre,
Fairfield Road Framlingham on Thursday 1st July 2010 at 7.30pm**

PRESENT:

Ms S Bennell (Chairman), Mr K Coe, Mr N Corke, Mr C Galloway, Mrs C Girling, Mr D Gray,
Mr M Ellison-Taylor, Mr J Lucas, Mr R Parlone and Mrs C Youngs

IN ATTENDANCE:

Mrs E Coe (Town Clerk/RFO), and 3 members of the public

1. APOLOGIES:

Apologies were received and accepted from Cllr Jane Lelliott, District Councillor Winter Rose.
PCSO Mary Thompson, Sgt Daye Goddard and Inspector Nick Stonehouse. (The Town Clerk
reported that he is being transferred back to HQ and will be replaced by Inspector Chris Gilmore)

2. MINUTES OF PREVIOUS MEETING

211710 Mr Ellison- Taylor proposed the minutes of the previous meeting were a correct record,
which was seconded by Mr Corke and with one abstention due to absence, all were in favour.

Ms Bennell then signed the minutes.

3. DECLARATIONS OF INTEREST

Mr Coe declared an interest in the Payments, Drill Hall item 8 and Finance item 951710.

Mr Parlone declared an interest in the Payments.

Mr Corke declared an interest in Drill Hall item 8.

Mrs Girling declared an interest in Drill Hall item 8.

All signed the Interest Book

4. ADJOURNMENT

411710 The Chairman proposed an adjournment and all agreed.

4.1 Police Matters

The Town Clerk reported that PC Bryant had advised that he would endeavour to attend and
provide a report before the end of the meeting.

4.2 Report by County Councillor

No report.

4.3 Report by District Councillors

No report.

4.4 Framlingham & District Development Trust representative

No report.

4.5 Report by Framlingham Fairtrade representative

No report.

4.6 Report by FAYAP representative

No report, minutes on circulation

4.7 Drill Hall Action Group

Mr Corke gave a report of the progress to date, a copy of which was appended to the file copy of
these minutes. Mr Corke reported that he and Spadge Hopkins had met with Daniel Cripps and his
associate this morning. Mr Cripps had wondered if the Group would consider a commuted sum (a
sum of money paid to the local authority to provide a service or facility, rather than the developer
providing it direct) towards an alternative site for the youth project. Mr Cripps agreed to provide an
appraisal of the costs involved and an offer of a commuted sum would be made available for the
Group to consider within the next two weeks. Therefore, in order that the Group has time to meet
and consider this proposal, Mr Corke requested that the agenda item to consider the CPO option, be
deferred to the next meeting on 5th August.

The Town Clerk noted that she attends the DHAG meetings and takes notes for the Group as
previously agreed by the Town Council, but suggested that a Councillor may like to attend the next
meeting to represent the Town Council as well. Mr Parlone and Mrs Youngs agreed to attend
subject to other commitments.

4.8 Public Comment

One person commented that she would like to draw the members' attention to the 85 residents which had signed a petition in support of the development of the Drill Hall, as one eco-friendly building encompassing five dwellings. She regretted that the chance to have New Road enhanced had been forfeited.

There were no further comments.

5. RECONVENE

511710 The Chairman proposed to reconvene the meeting and all agreed.

6. CORRESPONDENCE

The correspondence received since the last meeting was noted and the following item considered:

39*Suffolk Police Authority

Invitation to attend a Partnership Seminar hosted by Suffolk Police Authority and Suffolk Constabulary on Friday 16th July 9.30 am – 1pm. It was agreed for Mr Coe and the Town Clerk to attend.

7. CASUAL VACANCIES AND CO-OPTION

The members considered the proposal to reduce its membership from 13 to 11. It was noted that despite extensive advertising no one had come forward to fill the casual vacancies, and as the Town Council has been working well with 11 members for some time, it was felt that for the size of the town 11 members is a workable number, and more sustainable for the future.

711710 Mr Parlone proposed approval to reduce the number of members from 13 to 11, and to request Suffolk Coastal District Council makes the necessary order under section 16 of the Local Government Act 1972, to put that into effect, which was seconded by Mrs Youngs with all in favour.

8. CPO – Drill Hall

811710 In the light of information received from the DHAG, Ms Bennell proposed to defer agenda item 8, to the next meeting on 5th August; 'to consider formally requesting Suffolk Coastal District Council to pursue a Compulsory Purchase Order for the Drill Hall on behalf of the Town Council and to consider the initial response from Hilary Slater (Head of Legal and Democratic Services – SCDC)', which was seconded by Mr Parlone with all in favour.

9. FINANCE COMMITTEE

911710 The report of the meeting of Monday 17th May, which had been circulated with the agenda and a copy attached to the file copy of these minutes, was noted and accepted with all in favour.

921710 Ms Bennell proposed to approve the payment of current invoices, which was seconded by Mr Corke and with two abstentions due to interest all were in favour.

Cheque no	Ref	Payee	Description	Net amount	VAT	Total	Sig
DD	11710	Mr M Fairweather	Rent for 10 Riverside July	583.37		583.37	
DD	21710	Suffolk Coastal District Council	Rates for 10 Riverside July	143.00		143.00	
102172	31710	Living Metal Ltd	Repair to skatepark ramp	720.00	126.00	846.00	
102173	41710	St John Ambulance	Hire of room for 3 rd June	30.00		30.00	
102174	51710	BROS Ltd	Vacuum cleaner	89.00	15.58	104.58	
102175	61710	BROS Ltd	Stationery	10.06	1.76	11.82	
102176	71710	BROS Ltd	Stationery and Stamps (9.84)	39.28	5.15	44.43	
DD	81710	E-On	Electricity and Gas Supply to 10 Riverside	215.87	10.79	226.66	
DD	91710	E-On	Electricity supply to Cemetery	22.06	1.10	23.16	
DD	101710	E-On	Electricity supply to Pageant Field	596.18	25.29	625.99	

102177	111710	J M Spall	Website contract June	408.00		408.00		
102178	121710	Mr D Smith	Market Supervisor for June	135.00		135.00		
102179	131710	Suffolk County Council	Pension contributions for July Employer £458.03 Employee: £158.36	616.39		616.39		
102180	141710	Mrs E Coe	Salary for July (paid 28/7)	1715.38		1715.38		
102181	151710	Imprest Account	Transfer of funds	739.15		739.15		
102182	161710	Geoff Rogers	Fen meadow cut 3	70.00	12.25	82.25		
102183	171710	F Masters Ltd	Refix and level memorial (230.00) add inscription to war memorial (24.00)	254.00	44.45	298.45		
102184	181710	K N Coe Garden and Grounds Maintenance	Grounds and Property Contract July (5 weeks) plus 4 hours extra for hedge cutting PF as instructed	1352.00		1352.00		
DD	191710	HSBC	Credit card payment – detailed below	200.78		200.78		
102185	201710	Mrs J Parlone	Cleaning contract June	20.00		20.00		
102186	211710	J M Spall	Website weather feature annual charge	120.00		120.00		
102187	221710	Mrs E Coe	Mileage claim	32.76		32.76		
100331		Imprest Account	PAYE & NI Mrs E Coe	Inland Revenue		739.15		
		TOTAL PAYMENTS FOR MONTH – JULY 2010					8326.41	

HSBC COMMERCIAL CARD PAYMENTS - details

3rd June	BITEC.co.uk	Gravitex stone chip protector paint x 15 for skatepark ramps	Agreed Lands Committee	84.45	14.78	99.23
7 th June	Ladybird Nurseries	Plants for war memorial	Agreed PR&Markets Committee	35.65		35.65
9 th June	Ladybird Nurseries	Plants for flower tubs	Agreed PR&Markets Committee	65.90		65.90

931710 Mr Parlone proposed to approve the current list of Direct Debit payments, which was seconded by Mrs Girling with all in favour.

941710 Mr Parlone proposed to approve the committee's recommendation to revise the Policy Statements 2010, to include on page 1 'The Town Council Office will be open and accessible to the public 2 days a week (Tuesday and Thursday) where practicable', which was seconded by Mrs Youngs with all in favour

951710 Mr Parlone proposed to approve to exclude the public and press for the next 3 items under category 1, which was seconded by Mr Corke with all in favour. The Town Clerk and Mr Coe declared an interest in the next 3 items and left the meeting, along with members of the public.

961710 Ms Bennell proposed to approve the committee's recommendation for the wording of an advert inviting tenders for the Grounds Maintenance Contract, with a response by sealed tender required by 7th August 2010, which was seconded by Mr Lucas with all in favour

971710 Mr Parlone proposed to approve the committee's recommendation for the publication of the advert in the East Anglian Daily Times on the 7th of July 2010, with a cost not exceeding £500, and publication in Framfare for free, which was seconded by Mr Lucas with all in favour

981710 Mrs Youngs proposed to approve the committee's recommendation of the wording of the specification for the Grounds Maintenance Contract, for supply to potential tenderers upon request, which was seconded by Mr Parlone with all in favour.

991710 Mr Parlone proposed to put an advert on Framlingham.com with the tender documents available for download, which was seconded by Mr Lucas with all in favour.

The Town Clerk, Mr Coe and members of the public returned to the meeting.

10. PLANNING COMMITTEE

101710 The report of the meeting of Monday 21st June, which had been circulated with the agenda and a copy attached to the file copy of these minutes, was noted and accepted with all in favour.

The following planning decisions were noted:

C10/1043/FUL Mr Paul Brock – part side gardens, 21 Vyces Road – Planning Permission

C10/1070/FUL The Governors of Framlingham College – Framlingham College, College Road – Planning Permission

There were no planning applications to be considered

11. PUBLIC RELATIONS & MARKETS COMMITTEE

111710 The report of the meeting of Tuesday 8th June, which had been circulated with the agenda and a copy attached to the file copy of these minutes, was noted and accepted with all in favour.

1121710 Mrs Youngs proposed to approve the revised website manager contract, which was seconded by Mr Parlone with all in favour.

1131710 Mr Parlone proposed to approve the committee's recommendation to produce a new Town Guide for 2011, which was seconded by Mr Ellison-Taylor with all in favour.

12. LANDS COMMITTEE

1211710 The report of the meeting of Wednesday 9th June, which had been circulated with the agenda and a copy attached to the file copy of these minutes, was noted and accepted with all in favour.

13. RIGHTS OF WAY, HIGHWAYS & LIGHTING COMMITTEE

133610 The report of the meeting of Monday 21st June, which had been circulated with the agenda and a copy attached to the file copy of these minutes, was noted and accepted with one amendment due to a declaration of interest.

14. TOWN CLERK'S REPORT

The Town Clerk's report was noted and a copy attached to the file copy of these minutes.

15. MATTERS OF REPORT AND/OR ITEMS FOR NEXT AGENDA ONLY

Mr Corke noted the article in the recent edition of Clerks and Councils Direct relating to a new power to create honorary Freemen and Freewomen to deserving people. Agenda PR& M.

Mr Galloway wondered if there were any plans to refurbish the Kings Avenue play area. Ms Bennell advised that the area was the responsibility of Suffolk Coastal District Council, and as far as she was aware there are no plans at the current time.

16. DATE OF NEXT COUNCIL MEETING:

The next meeting will be held on Thursday 5th August 2010 at 7.30pm in the St John Ambulance Westbury Centre, Fairfield Road Framlingham.

Meeting closed at 8.17 pm

PC Bryant spoke to members after the meeting, regarding the recent crime wave and there was some discussion. Councillors noted several anti-social behaviour incidents, but these had not been reported to the Police. PC Bryant reiterated the fact that members of the public should report incidents so that they can be logged and recorded, otherwise no action can be taken. The Town Clerk suggested that members could keep a log of non serious incidents, which she could then report to Police on a weekly basis, except of course in the case of an emergency and then 999 should always be used. PC Bryant agreed that this was a good idea. The Police Report (32 reported crimes for June, an increase of 12 for the same period in 2009) would be appended to the file copy of these minutes and emailed to Councillors and www.framlingham.com

41710 Minutes of the meeting of Framlingham Town Council held on Thursday 1st July 2010 at The St John Ambulance Westbury Centre, Fairfield Road, Framlingham at 7.30pm