

# Framlingham Town Council

TOWN COUNCIL CHAIR  
**Cllr Clive Eastwood**

TOWN COUNCIL OFFICE  
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TOWN CLERK  
RESPONSIBLE FINANCIAL OFFICER

**Mrs Eileen A Coe**  
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DEPUTY TOWN CLERK

**James Overbury**  
CILCA BA (HONS)

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**28<sup>th</sup> September 2022**

## MEMBERS OF THE TOWN COUNCIL:

**Cllr C Eastwood – Chair, Cllr S Garrett – Vice Chair,  
Cllr M Benbow, Cllr J Culemann, , Cllr P Dean, Cllr T Higham, Cllr M Hine,  
Cllr J Jones, Cllr C Ramsey-Bennett, Cllr A Seinet and Cllr N Williamson**

You are hereby summoned to attend a meeting of the **Town Council**  
to be held on

**Wednesday 5<sup>th</sup> October 2022 at 7.00pm in The United Free Church Hall, Riverside, Framlingham**  
for the transaction of the business on this Agenda.

### Public Attendance:

Members of the public and press are welcome to join the meeting in person or via zoom and will be invited to speak under item **5.8** of the Agenda.

### Join Zoom Meeting:

<https://us06web.zoom.us/j/84843347342?pwd=T3dRUDY2VUpsK3N1U05DcWtsQUtOUT09>

Meeting ID: 848 4334 7342

Passcode: 969308

**Please note this meeting may be recorded**

Yours Faithfully,

Eileen A Coe (Town Clerk/Responsible Financial Officer)

**Framlingham Town Council Meeting – Wednesday 5<sup>th</sup> October at 7.00pm**  
**Agenda**

- 1. Apologies** – to receive and accept apologies for absence
- 2. To receive declarations of interest** (please note declarations must be made verbally at the appropriate time and will be entered in the Interest Book.)
- 3. Dispensations:**
  - 3.1 To note current Dispensations (valid until next Election in May 2023)**  
Cllr Hine – Castle Community Rooms - Full
  - 3.2 To consider any new Dispensation requests (Please note: requests must be sent to the Town Clerk in writing prior to the meeting)**
- 4. Minutes of Previous meeting** – to be confirmed and signed as an accurate record
- 5. Adjournment** – the Chairman will adjourn the meeting for the following:
  - 5.1 Police Matters**
    - 5.1.1 Report on attendance at recent Police Meetings – Town Clerk**
  - 5.2 Report by County Councillor**
  - 5.3 Report by District Councillors**
  - 5.4 Report from PCC on the St Michael’s Rooms (Castle Community Rooms) project**
  - 5.5 Report from Castle Community Rooms Fundraising Committee representative – Cllr M Hine**
  - 5.6 Report by Fairtrade Representative – Cllr M Hine**
  - 5.7 Report by Framlingham Business Association representative – Cllr J Jones**
  - 5.8 Public Comment** – to receive and note comments from members of the public present, through the Chair only
- 6. Reconvene** – the Chairman will reconvene the meeting:
- 7. Correspondence** – to consider any correspondence received for this meeting as detailed below
- 8. Attendance at events, conferences and training:**
- 9. Covid Response Team:**
- 10. Planning and Environment Committee:**
  - 10.1** To note any planning decisions received prior to the meeting:
  - 10.2** To consider the following Planning Applications and any others received prior to the meeting:  
DC/22/3643/VOC - 1 Burnt Cottages Badingham Road IP13 9HX -  
Variation of Condition Nos. 2, 4, 8, 9, 10, 11, 12, 13, 14, 15, 18, 19, 20 and 21 of DC/21/1076/FUL - for glamping units and storage shed, and change of use of agricultural land to garden
  - 10.3** Matters of report and items of information only.
- 11. Communication, Events and Partnerships Committee:**
  - 11.1** To approve the cost of up to £239.80 event insurance from Hiscox for the Sound and Light event from Budget 2210

- 11.2 To retrospectively approve the cost of £209 (including art work at £35) for 6 correx advertising boards from Leiston Press for the Sound and Light event from Budget EMR 334 (PR Promotional Reserve)
- 11.3 To retrospectively approve the cost of £122 for 4 advertising banners (including art work at £25) from Leiston Press for the Sound and Light event from Budget EMR 334 (PR Promotional Reserve)
- 11.4 Alternative option for 2 banners only: To retrospectively approve the cost of £79 for 2 advertising banners (including art work at £25) from Leiston Press for the Sound and Light event from Budget EMR 334 (PR Promotional Reserve)
- 11.5 To approve the quotation from Pearce & Kemp for £2,400 +vat for professional installation and removal of Christmas lighting from Budget 2205 (Grant Funding of £1,000 from ESC applied for) Additional costs expected to be no more than £200 for associated licences, from EMR 345 (Community Events Reserve)
- 11.6 To approve the cost of £805 from Palmer Group for traffic management/road closure for the Christmas event from EMR 334 (PR Promotional Reserve)
- 11.7 To approve the quotation from SR Epic Sound and Lighting for the stage, sound and light for the Christmas event at £800.00 from Budget 2205
- 11.8 To approve the cost of £150 from Paperhouse Properties for hiring the Old Theatre for market stalls and activities from EMR 334 (pitch fees of approx £300 from 10 stalls)
- 11.9 To approve the cost of £174 for 6 correx advertising boards (plus £35 for art work if required) from Leiston Press for the Christmas Event from Budget 2205
- 11.10 To approve the cost of £60 + vat for the Pop Chorus for the Christmas Event from Budget 2205
- 11.11 To agree a cost of up to £300 for materials for lanterns and activities for the Christmas event from EMR 334
- 11.12 Matters of report and items of information only

## **12. Highways, Rights of Way and Parking Committee:**

### **12.1 Pembroke Road Improvements:**

To approve to agree to apply to ESC for DISTRICT CIL for £42,116.88 to pay SCC Highways to complete Pembroke Road safety improvements.

### **12.2 LED lamp replacement/improvements:**

To agree to pay Snapfast commercial solutions the sum of £20,808.74 as a stage payment for the replacement LED streetlamps. Full invoice value: £24,744.98 – (there will be a little more to complete the works).

### **12.3 Castle Car Park Streetlamp**

To agree to spend up to £3,500.00 +VAT on off grid solar powered street lamp for Castle Car Park.

### **12.4 Pigs Meadow Lighting**

To agree to pay Like Electrical the sum of £9,000 as a stage payment for the additional lighting on Pig's Meadow. Job to be completed by October and then Fens light will be installed. (further invoices to come)

12.5 .Matters of report and items of information only:

## **13.Strategy and Development Committee:**

13.1 Matters of report and items of information only:

## **14. Lands and Markets Committee:**

14.1 Matters of report and items of information only:

## **15. Finance and HR Committee:**

**15.1** To confirm BACS payments approved at the September meeting have been paid as agreed and the bank print out verified and signed by two Councillors.

**15.2** To approve the payment of current invoices

**15.3** To note the details of all Bank Accounts

**15.4 A resolution to exclude the press and public will be passed by virtue of the Public Bodies (Admissions to Meetings) Act 1960 s1 (2) for item 15.5 because of the confidential nature of the business to be transacted**

**Members of the Public, Press and Deputy Town Clerk will be requested to leave the meeting.**

**15.5** To consider recommendations put forward by the HR Sub-Committee – circulated to members in advance

**Members of the Public, Press and Deputy Town Clerk will be invited to return to the meeting.**

**15.6** Matters of report and items of information only:

## **16. Matters of Report or Items for the next Agenda only:**

### **17. Date and time of the next Full Council Meeting:**

**Wednesday 2<sup>nd</sup> November 2022 at 7.00pm – United Free Church, Riverside, Framlingham**