

Framlingham Town Council

TOWN COUNCIL CHAIR
Cllr Clive Eastwood

TOWN CLERK
James Overbury
townclerk@framlingham.com

TOWN COUNCIL OFFICE
**10c Church Street
Framlingham
Suffolk IP13 9BH**
TELEPHONE: **01728 720183**
www.framlingham.com

DEPUTY TOWN CLERK
Lydia Kirk
dtc@framlingham.com
RESPONSIBLE FINANCIAL OFFICER
Alan Davidson
finance@framlingham.com

26th January 2023

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 C Ramsey-Bennett, Cllr C Rowell, Cllr A Seinet and Cllr N Williamson**

You are hereby summoned to attend a meeting of the **Town Council** to be held on **Wednesday 1st February 2023 at 7.00pm in The Castle Community Rooms** 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 **6.8** of the Agenda.

Join Zoom Meeting

<https://us06web.zoom.us/j/86190601172?pwd=QTVjTHIGUFNNcWRDR1orYzhLS2tBdz09>

Meeting ID: 861 9060 1172

Passcode: 699379

Please note this meeting may be recorded

Yours Faithfully,

James Overbury
Town Clerk

AGENDA for the Framlingham Town Council meeting.
To be held at 7:00pm on Wednesday 1st February in the Castle Community Rooms

Present

1. In attendance
2. **Apologies** – to receive and accept apologies for absence
3. **To receive declarations of interest** (please note declarations must be made verbally at the appropriate time and will be entered in the Interest Book.)
4. **Dispensations:**
 - 4.1 **To note current Dispensations (valid until next Election in May 2023)**
Cllr Hine – Castle Community Rooms - Full
 - 4.2 **To consider any new Dispensation** requests (Please note: requests must be sent to the Town clerk in writing prior to the meeting).
5. **Minutes of Previous meeting** – to be confirmed and signed as an accurate record
6. **Adjournment** – the Chairman will adjourn the meeting for the following:
 - 6.1 **Police Matters**
 - 6.1.1 **Report on attendance at recent Police Meetings**
 - 6.2 **Report by County Councillor**
 - 6.3 **Report by District Councillors**
 - 6.4 **Report from PCC on the St Michael's Rooms (Castle Community Rooms) project**
 - 6.5 **Report from Castle Community Rooms Fundraising Committee representative – Cllr M Hine**
 - 6.6 **Report by Fairtrade Representative – Cllr M Hine**
 - 6.7 **Report by Framlingham Business Association representative**
 - 6.8 **Public Comment** – to receive and note comments from members of the public present, through the Chair only
7. **Reconvene** – the Chairman will reconvene the meeting.
8. **Correspondence** – to consider any correspondence received for this meeting as detailed below.
9. **Attendance at events, conferences and training:**

10. Covid Response Team.

11. Planning and Environment Committee:

11.1 To note any planning decisions received prior to the meeting:

11.2 To consider any Planning Applications received prior to the meeting:

11.2.1 DC/23/0144/FUL

Demolition of conservatory. Single storey side extension to form garden store. Single storey rear extension to kitchen. Installation of sunshade structure to rear elevation. Roof extension to west wing. Conversion of garage space to extend habitable floor area with infill extension to undercroft. Amendments to window & door openings and fenestration. Installation of photovoltaic panels. New wall claddings and roof covering. Installation of air source heat pump. Remodelling to existing porch structure. Temporary caravan installation for period of works. Associated landscaping.

The Plantation Badingham Road Framlingham Woodbridge Suffolk IP13 9HS

11.3 Report on VMR planning application by Leaper and to consider ESC response to the Pre Action Letter, and any further action or expenses.

11.4 Matters of report and items of information only.

12. Communication, Events and Partnerships Committee:

12.1 To consider the committee's recommendation that no plans would be made for a Sound and Light event at the Castle this year.

12.2 To consider the committee's recommendation that the social media contract be terminated and the work brought back in house from 1st March 2023

12.3 To consider the Committees recommendation to appoint DRAB Ltd as the preferred contractor for the new digital town trail.

12.3 Matters of report and items of information only

13. Highways, Rights of Way and Parking Committee:

13.1 Matters of report and items of information only:

14. Lands and Markets Committee:

14.1 To consider the Lands Committee recommendation that the G&P contract be extended, under the same terms, for one year until 30 October 2024

14.2 Matters of report and items of information only:

15 Strategic Planning and Development Committee

15.1 Matters of report.

16. Finance and HR Committee:

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

16.2 To note the details of all Bank Accounts

16.3 To approve the payment of current invoices

16.4 Dates for Committee meetings 2023

16.5 Agree and minute who will be acting as 'company secretary' for Bank Mandate

16.6 DATE of AGM and reminder of Election 2023 (May 10 AGM date proposed)

16.7 To note the date of the Annual Parish Meeting – May 31

18. Matters of Report or Items for the next Agenda only:

19. Date and time of the next Full Council Meeting:

7:00 pm Wednesday 1st March 2023