

# Framlingham Town Council

TOWN COUNCIL CHAIR  
**Cllr Clive Eastwood**

TOWN CLERK  
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DEPUTY TOWN CLERK  
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RESPONSIBLE FINANCIAL OFFICER  
**Alan Davidson**  
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**2<sup>nd</sup> May 2023**

## **MEMBERS OF THE Town Council**

Cllrs Culemann, Eastwood, Garrett, Bennett, Rowell, FitzHigham, Dean, Benbow, Seinet and Hine

You are hereby summoned to attend a **Meeting** of the Town Council  
to be held on Wednesday 10<sup>th</sup> May at 7:00pm 2023  
in The United Free Church, Riverside

for the transaction of the business on this Agenda.

The meeting may be joined via Zoom via the following link and password:

<https://us06web.zoom.us/j/82777689710?pwd=Y3RZOVhjd1FoNms2VDVub1NjdWVlUT09>

Meeting ID: 827 7768 9710

Passcode: 953505

### **Public Attendance:**

Members of the public and press are welcome to join the Zoom meeting and will be invited to speak under item 16 of the Agenda.

Yours Faithfully,

James Overbury  
Town Clerk.

**FRAMLINGHAM TOWN COUNCIL**  
**Agenda for the Annual Meeting of the Town Council to be held in the United**  
**Free Church, Framlingham on Wednesday 10<sup>th</sup> May 2023 at 7.00pm**

**1. ELECTION OF CHAIR:**

The retiring Chair will call for nominations for the post of Chair of the Town Council

**2. PRESENT:**

**3. IN ATTENDANCE:**

**4. APOLOGIES:**

**5. ELECTION OF VICE CHAIR**

All Councillors to sign declarations of acceptance of office at this point in time, following the election on May 4. Councillors and are reminded to complete the declarations of interest forms online.

**6. ELECTION OF FINANCE CHAIR**

**7. APPOINTMENT OF COMMITTEES AND MEMBERSHIP:**

(Except the Finance Committee which will be made up of the Chairs of committees when elected, plus any others to be nominated at the next meeting on June 7th.

As per schedule circulated prior to the meeting.

**8. TO NOTE THE TOWN COUNCIL REPRESENTATIVES/NOMINATED PERSONS FOR OTHER ORGANISATIONS:**

- The Pryke Trust - Mrs Gwen Etheridge\*  
(Nominated) The Mills Charity – Mr J Tanner\*
- The Hitcham's Trust – Mr I Moore\* (Nominated)
- Parish Tree Warden – Mr D Johnson\*
- Suffolk Libraries IPS – Cllr M Hine
- Sir Robert Hitcham's Almshouse Charity – Mr I Moore\* Cllr J Culemann
- Citizens Advice Bureau: Cllr P Dean
- Framlingham Business Association: Cllr C Bennett.

(\*denotes non-council members)

Councilors are asked to consider a list of other groups and organizations to foster at the end of the meeting..

## **9 GENERAL POWER OF COMPETENCE:**

To confirm that the Town Council meets the criteria as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and is eligible to undertake activities using the General Power of Competence.

## **10 MINUTES OF PREVIOUS MEETING:**

### **11 DISPENSATIONS:**

### **12 DECLARATIONS OF INTEREST:**

### **ADJOURNMENT:**

### **13 POLICE MATTERS:**

### **14 REPORT BY COUNTY COUNCILLOR:**

### **15 REPORT BY DISTRICT COUNCILLORS:**

### **16 PUBLIC COMMENT:**

### **RECONVENE:**

### **17 CORRESPONDENCE:**

### **18 TRAINING/CONFERENCE/EVENTS:**

## **19 PLANNING AND ENVIRONMENT COMMITTEE:**

19.1 Consideration of planning applications received prior to the meeting.

19.2 Matters of report

## **20 COMMUNICATION, EVENTS AND PARTNERSHIP COMMITTEE**

20.1 Matters of report

## **21 Strategy and Development Committee**

21.1 To consider the Committees recommendation to spend £4637 from Neighbourhood Cil to fund a defibrillator and associated equipment for the Framlingham First Responders

21.2 Matters of report

## **22 HIGHWAYS, RIGHTS OF WAY AND PARKING COMMITTEE**

22.1 Matters of report

## **23 FINANCE AND HUMAN RESOURCES COMMITTEE**

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

23.2 To approve the payment of current invoices

23.3 To note the details of all Bank Accounts

23.4 To Consider the Finance Committees recommendation that the Town Council adopts the revisions to the Financial Regulations.

23.5 Review of 2022-23 Accounts

23.6 Review of Reserves 2023

23.6.1 Ear Marked Reserves (EMR)

23.6.2 Community Infrastructure Levy (CIL) (see draft CIL report)

23.7 Receive and note the internal audit report

23.8 Annual Governance Audit Review (AGAR)

23.8.1 Approval of annual accounting statements

23.8.2 Consideration of annual governance statement

23.9 Approve Alan Davidson, RFO, as a signature on the HSBC bank accounts.

## **24 MATTERS OF REPORT**

### **25 MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA ONLY:**

### **26 DATE OF NEXT COUNCIL MEETING: Wednesday June 7<sup>th</sup> Castle Community Rooms**

Councillors are asked to put their names to organisations to foster