

Minutes of the meeting of Framlingham Town Council held on Thursday 3rd June 2021 at 7.00pm in St Michael's Rooms

PRESENT:

Cllrs D Carter, P Collins, S Davis, C Eastwood (Chair), S Garrett, T Higham, J Jones, M Hine.

IN ATTENDANCE:

Mrs. E Coe (Town Clerk/RFO), Mr. James Overbury (Deputy Clerk), 4 members of the public via Zoom, and 7 Members of the public in the room.

1. APOLOGIES

Apologies were received and accepted from Cllr Culemann, CCllr Burroughes and DCllr Cook.

2. MINUTES OF PREVIOUS MEETING

FCM 21-06-03 1 Cllr Hine and Cllr Carter proposed a number of minor amendments and spelling corrections which were agreed. With these amendments Cllr Eastwood proposed to accept the minutes of the previous meeting held on 6th May be accepted as a true and accurate record which was seconded by Cllr Jones with all in favour.

3. DISPENSATION REQUESTS

None received.

4. DECLARATIONS OF INTEREST

Cllrs Higham and Cllr Davis both declared a non-pecuniary interest in agenda item no 16.3.1. Both Councillors then signed the Interest Book.

5. TO NOTE THE RESIGNATION OF PENNY WRAIGHT

Cllr Eastwood reported that a letter of thanks had been written to ex Cllr Wraight and noted her resignation.

6. APPOINTMENT OF FINANCE AND HR COMMITTEE MEMBERSHIP:

It was confirmed that Cllrs Carter, Eastwood, Collins, Jones, Hine and Garrett form the membership.

7. APPOINTMENT OF SALC REPRESENTATIVE:

Cllr Eastwood called for a volunteer but no Councillor stood for the appointment.

The Town Clerk noted that information from meetings etc were circulated to all Councillors to enable attendance if so wished.

8. APPOINTMENT OF FRAMLINGHAM BUSINESS ASSOCIATION REPRESENTATIVE

Cllr Eastwood called for a volunteer and Cllr Jones volunteered for this role.

FCM 21-06-03 2 Cllr Eastwood proposed that Cllr Jones take the role of FBA representative which was seconded by Cllr Carter and with one abstention due to interest all were in favour.

9. APPOINTMENT OF POLICE REPRESENTATIVE

Cllr Eastwood called for a volunteer but no Councillor stood for the appointment. The Town Clerk would continue to attend relevant Police meetings and report back to Full Council.

10. OFFICE AND MEETING ROOM RISK ASSESSMENT:

Cllr Carter proposed removing a duplication which was agreed. It was also agreed to confirm the exact requirements for people to self-test for Covid-19 the day before a meeting. As a result, this item was deferred.

11. ADJOURNMENT the Chair proposed to adjourn the meeting which was agreed.

11.1 Police matters

No report had been received from the Police.

11.1.1 Report on attendance at recent Police Meetings – Town Clerk

The Town Clerk reported that she had attended the Anti-Social Behaviour (ASB) tier 1 meeting on the 20th May. She reported that Saxmundham, Leiston and Aldeburgh were experiencing similar problems to Framlingham. She noted that there was to be an ASB awareness week in July, and that the Community Partnership were looking to fund youth schemes. The Town Clerk would be attending the next meeting on 17th June. In addition, there is to be a meeting the following week regarding specific issues of ASB in the town.

11.2 Report by County Councillor

A written report had been received and circulated prior to the meeting.

11.3 Report by District Councillors

A written report had been received and circulated prior to the meeting. Cllr Jones asked if the Town Council could expect attendance at Town Council meetings of both the District

Councillors. Cllr Eastwood replied that some attendance was expected but would ask for clarification when he was to meet them soon.

11.4 Report from PCC on the St Michael's Rooms (Castle Community Rooms) project

The representative from the PCC reported that he had nothing to add to his written report (circulated prior to the meeting) but reiterated that the Tender process had begun.

11.5 Report from Castle Community Rooms Fundraising Committee Representative – Cllr M Hine

No report.

11.6 Report by Fairtrade Representative – Cllr M Hine

No report.

11.7 Public Comment

The Chair proposed to take comments from those attending the meeting via Zoom first.

One person expressed disappointment that the current website contract had been extended despite cheaper alternatives being available. The Chair replied that this was to be discussed later in the meeting. The person asked for information regarding the recent acts of vandalism on the Pageant Field. The Chair replied that confirmation of what could be reported would be sought from the Police and would answer the person's questions in writing once this was known. The person then expressed concern over the request from Hour Community for a £2,000 grant to fund a thank you event for the Covid-19 volunteers.

There being no further comments via Zoom the Chair looked to those present for comment.

A person spoke in opposition to the planning application by Leaper Land off Victoria Mill Road. A person reported that he had witnessed a family confusing the Boules pitch with a sandpit and asked if the Town Council would consider installing a sand pit in the Pageant Field play area. The Chair replied that this would be put to the Lands Committee. The representative from Hour Community spoke to detail their request for £2,000 funding for a thank you event for the Covid-19 volunteers. He asked for a clear position from the Town Council should the PCC request more funding for the replacement of St Michael's rooms. The Chair replied that the last matter was to be discussed by the Finance Committee and a response would be forthcoming.

A person asked a number of questions relating to the Castle Community Rooms project and communication by the Town Council. The Chair acknowledged the questions which would be considered by the next Finance Committee and a reply would be forthcoming after that meeting. The person concluded by hoping that the Town Council would grant the request from Hour Community for the funding for the Covid-19 volunteer event.

12. There being no further questions, the Chair re-convened the meeting.

13. CORRESPONDENCE

13.1 The Hour Community

Email requesting funding of £2,000 towards the cost of a Volunteers Appreciation Event, which will provide food (A Hog Roast and Vegetarian Option) and drinks. It is anticipated the event will be from 4pm - 7pm on Saturday 26th June.

FCM 21-06-03 3 Cllr Higham proposed not to grant this request, but to acknowledge the work done by the volunteers and to thank them, which was seconded by Cllr Jones with all in favour.

14. ATTENDANCE AT EVENTS, CONFERENCES AND TRAINING:

Cllr Higham reported that he was continuing his Councillor training and had one module to go.

15. COVID RESPONSE:

15.1 Covid Response Team update:

Cllr Hine reported that the meetings were being scheduled less frequently and that the testing centre in the Fire Station had been closed.

16. PLANNING AND ENVIRONMENT COMMITTEE:

16.1 Cllr Garrett referred to the notes circulated regarding the **Planning and Environment Committee**. Cllr Jones noted that there ought to be reference to the environmental commitments referred to in the Strategic Plan. Cllr Higham responded by proposing an amendment to the motion which was agreed. Cllr Garrett proposed a further amendment which was also agreed. It was also agreed that the group would reach out to all relevant individuals, parties and groups and use this knowledge and expertise to inform the direction of the revised Framlingham Neighbourhood Plan.

FCM 21-06-03 4 Cllr Garrett proposed to approve the committee's recommendation that a Framlingham Environment Advisory Group be formed, and that this be widely publicised to invite people and groups to join it. The scope should include the natural and built environment, and to achieve the aims of the Town Council Strategic Plan 'protecting the environment', which was seconded by Cllr Hine with all in favour.

16.2 Planning decisions received prior to the meeting:

16.2.1 DC/21/1076/FUL – 1 Burnt Cottages, Badingham Road IP13 9HX – FTC Objected ESC Permitted

Cllr Garrett outlined the process of this application and its route through the ESC referral process, and expressed great dissatisfaction at the opacity of it. It was noted that the Town Council's request for the details of the pre planning advice had been refused and the Town Council advised to make a Freedom of Information request. It was felt that this was not

following government guidance. He noted that Theberton and Eastridge PC had contacted Framlingham Town Council and others to seek views on the planning process and it has become clear that a number of town and parish councils feel similarly disappointed with the ESC planning process. Cllr Higham felt that the absence of any consideration of disabled access or compliance with the Disability Discrimination Act was a very serious issue which should be followed up

16.2.2 DC/21/1171/FUL – 25 Saxmndham Road IP13 9BY- FTC Supported ESC Permitted

Noted

16.2.3 DC/21/1606/FUL – 27 Kings Avenue IP13 9HD – erection of single-storey flat roofed rear extension – FTC Supported ESC Permitted

Noted.

16.2.4 DC/21/1172/FUL -White Lodge, Saxtead Road – IP13 9PX – proposed garage conversion and new cart lodge – FTC Supported ESC Permitted

Noted.

16.3 To consider the following Planning Applications.

16.3.1 DC/20/3326/OUT – Land at Victoria Mill Road:

FCM 21-06-03 5 Cllr Garrett proposed to OBJECT to this application and to reaffirm the Town Council's previous objections and to send a detailed response to the District Council which takes into account the comments made by residents, which was seconded by Cllr Higham with all in favour.

16.3.2 DC/21/2272/FUL – Barkingside, Albert Road IP13 9RH:

FCM 21-06-03 6 Cllr Garrett proposed to OBJECT to this application on the following grounds:

- There are significant issues of the proposed development overlooking the neighbouring property, the physical building, windows and terrace all create new aspects.
- It is hard to determine from the drawings potential breaches of SPG 16 and the Town Council feels a site visit by a planning officer is essential to aid the determination of this application.
- There is potential for serious light pollution to the neighbouring property.
- The scale of the development is considered to be over development of the site.

Which was seconded by Cllr Higham with all in favour.

16.3.3 DC/21/2194/FUL – Lincolns Meadow, Brook Lane IP13 9RH:

FCM 21-06-03 7 Cllr Garrett proposed to support this application which was seconded by Cllr Carter with all in favour.

16.3.4 DC/21/2492/FUL 23 Danforth Drive Framlingham Suffolk IP13 9HH

FCM 21-06-03 8 Cllr Garrett proposed to SUPPORT this application providing the statutory guidance on overlooking properties are met and there is no significant overlooking of the neighbouring property, which was seconded by Cllr Collins with all in favour.

16.3.5 DC/21/2531/FUL 4 Mount Pleasant Framlingham Suffolk IP13 9HJ

FCM 21-06-03 9 Cllr Garrett proposed to SUPPORT this application subject to the alterations not hindering wheelchair users, and highway safety being maintained, which was seconded by Cllr Higham with all in favour.

16.4 Matters of report and items of information only:

None.

17. COMMUNICATION, EVENTS AND PARTNERSHIPS COMMITTEE:

17.1 Cllr Carter proposed to amend the motion to include the allocation of the funds and how they could be drawn down which was agreed.

FCM 21-06-03 10 Cllr Hine proposed to approve the committee's recommendation that the Covid-19 'Lessons Learned' report be adopted after being revised to include the allocation of funds and how they could be drawn down, which was seconded by Cllr Higham with all in favour.

17.2 FCM 21-06-03 11 Cllr Hine proposed to approve the committee's recommendation that the Fireworks Spectacular should not be held this year, which was seconded by Cllr Carter and with 6 votes in favour, 1 abstention and 1 vote against the motion was carried.

17.3 FCM 21-06-03 12 Cllr Hine Proposed that '2Commune' be the chosen website provider at a current financial year cost of up to £3,000 from Website budget 2100, with a transfer from ERM Promotion budget 334 of £1800, and a total projected five-year cost of £10,265 subject to contract, which was seconded by Cllr Jones and with one abstention all were in favour.

Cllr Higham wished to record thanks to the DTC, Cllrs Hine, Garrett and ex Cllr Wraight for their efforts on this issue.

17.4 Matters of report

Cllr Hine reported that a link to the Police crime statistics had been added to the Town Council Website.

18. RIGHTS OF WAY, HIGHWAYS AND PARKING COMMITTEE:

18.1 Cllr Collins proposed to amend the motion to include reference to the environmental aims of the strategic plan which was agreed.

FCM 21-06-03 13 Cllr Eastwood proposed to approve the committee's recommendation that a sum of up to £65,000 be ring fenced in the local CIL funds to be used to replace the Town Council owned street lights with LED units, to achieve the environmental aims within the Strategic Plan, which was seconded by Cllr Collins with all in favour.

Cllr Davis proposed that an examination of the savings made in electricity cost be made with a view to using these funds to undertake more green projects, which was agreed.

18.2 Matters of report and items of information only:

None.

19. DEVELOPMENT AND STRATEGIC PLANNING COMMITTEE:

None business.

19.1 Matters of report and items of information only

None.

20. LANDS AND MARKETS COMMITTEE:

20.1 FCM 21-06-03 14 Cllr Collins proposed to approve the committee's recommendation to agree to investigate the opportunity to provide allotments on Brook Lane associated with two new dwellings including access and parking which was seconded by Cllr Eastwood with all in favour.

20.2 Matters of report and items of information only

Cllr Collins reported that the Boules pitch had been completed and there was to be an inspection on site next week.

An open day was being planned.

A meeting was scheduled with parents wishing to use the Pageant Field on the 29th July for an event.

The Table Tennis Table was experiencing delays but it was hoped it would be installed before the end of July.

21. FINANCE AND HR COMMITTEE:

21.1 Cllr Carter confirmed BACS payments approved at the May meeting have been paid as agreed and the bank print out verified and signed by two Councillors. A copy of the list of current invoices had been circulated to all Councillors prior to the meeting and would be published on the website when approved.

21.2 FCM 21-06-03 15 Cllr Carter proposed to approve the payment of current invoices which was seconded by Cllr Jones with all in favour.

21.3 Cllr Carter reported that the Town Clerk/RFO had circulated a copy of the balances of all bank accounts, to all Councillors prior to the meeting and the details were noted. Cllr Carter drew attention to the opening of a new deposit account with the Nationwide Building Society.

21.4 Cllr Carter explained the responses in the proposed Annual Governance Statement, giving the reasons for the answers given which were all 'Yes' apart from one non applicable answer, and proposed to adopt them en bloc which was agreed.

FCM 21-06-03 16 Cllr Carter proposed to approve the responses on the Annual Governance Statement for the year ending 31st March 2021, which was seconded by Cllr Garrett with all in favour.

21.5 FCM 21-06-03 17 Cllr Carter proposed to approve the Statement of Accounts for the year ending 31st March 2021 (to be signed by the Chairman and Town Clerk/RFO) which was seconded by Cllr Jones with all in favour.

21.6 FCM 21-06-03 18 Cllr Carter proposed to approve the Balance Sheet for the year ending 31st March 2021 which was seconded by Cllr Jones with all in favour. The above documents were signed by the Town Clerk/RFO and the Town Council Chair.

21.7 Matters of report and items of information only

- Cllr Carter reported that following the AGAR documents being signed they would be submitted to the external auditor. There would then be a period when the public could examine and comment on them.
- Cllr Carter reported that an Investment Account had been opened with the Nationwide.
- Cllr Carter reported that he had attended a 'Managing Good Performance' course with the Town Clerk/RFO.

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

Cllr Jones noted that a mural was being painted next to 221B in Bridge Street and noted that it was in the Conservation area.

Cllr Hine reported that she had attended a Communal Energy Webinar

Cllr Higham reported that he had met with a group of residents who were in opposition to the proposed development by Leaper Land off Victoria Mill Road.

23. Date and time of the next Full Council Meeting

Thursday 1st July 2021 at 7.00pm – venue to be confirmed

The meeting concluded at 9:42pm