

Framlingham Town Council Meeting – Wednesday 7th December at 7.00pm

Minutes

Present: Cllrs Eastwood (Chair), Williamson, Dean, Culemann, FitzHigham, Benbow, Bennett, Hine and Garrett.

In attendance. James Overbury, Deputy Clerk, and ten members of the public.

Before the meeting began the Chair proposed to amend the running order of the meeting to accommodate Cllr Hine who had to leave early and this was agreed. These minutes are written in agenda order and not running order.

Apologies

Apologies were received and accepted from Cllr Seinet, Eileen Coe and Alan Davidson.

1. Declarations of interest

None.

2. Dispensations:

3.1 Current Dispensations (valid until next Election in May 2023)

Cllr Hine – Castle Community Rooms – Full

3.2 Any new Dispensation requests

None.

3. Minutes of Previous meeting

FCM-2022-12-07 1 Cllr Eastwood proposed that the minutes of the previous meeting be accepted as a true and accurate record, which was seconded by Cllr Bennett, and with one abstention due to absence, all were in favour.

4. To consider applications for the casual vacancy for Town Councillor

None at this time.

5. Adjournment

The Chair adjourned the meeting for the following items.

6.1 Police Matters

6.1.1 Report on attendance at recent Police Meetings

No report or meetings

6.2 Report by County Councillor

A report was awaited.

6.3 Report by District Councillors

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

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

Cllr Eastwood read out a written report on the progress of the new rooms.

6.5 Report from Castle Community Rooms Fundraising Committee representative – Cllr M Hine

Cllr Hine reported on progress.

6.6 Report by Fairtrade Representative – Cllr M Hine

Cllr Hine reported on recent and planned activities.

6.7 Report by Framlingham Business Association representative

Cllr Bennett reported on the recent meeting.

6.8 Public Comment

Five people spoke in opposition to the Leaperland planning approval and asked the Town Council to take legal advice to challenge the decision made by ESC. A person voiced dissatisfaction at the Town Council opening hours, their perception on the turnover of Councillors and alleged comments made about themselves. The representative from Hour Community spoke in support of their grant application. A resident thanked the Town Council for a recent grant and updated on the progress of their project in Castle Brooks.

7. Reconvene The Chair reconvened the meeting

8. Correspondence

There was one letter from a resident concerning item 15.1 which was noted.

9. Attendance at events, conferences and training:

9.1 FCM 2022-12-07 2 Cllr Eastwood proposed to approve SALC RFO training for up to 5 sessions for RFO and (deputy) Clerk at cost of £30.00 each session maximum cost £300.00, which was seconded by Cllr Culemann with all in favour.

10. Covid Response Team:

The recent statistics were noted.

11. Planning and Environment Committee:

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

11.1.1 DC/22/3030/FUL

Alterations and two storey extension to existing dwelling
9 The Knoll Framlingham Suffolk IP13 9DH

FTC Supported, Planning permission granted

Noted

1.1.2 DC/22/3431/FUL

Conversion of existing outbuilding/store to garden room
34A Market Hill, Framlingham, Woodbridge, Suffolk, IP13 9BA,

FTC supported planning permission granted.

Noted.

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

None for this meeting

11.3 Report on VMR planning application by Leaper and to consider whether to take further legal advice.

Cllr Garrett read out a summary of the events.

FCM 2022-12-07 3 Cllr Garrett proposed to spend up to £2,000 on initial legal advice on the recent decision by ESC to approve the latest Leaperland planning application, which was seconded by Cllr Bennett with all in favour.

11.4 Matters of report and items of information only.

None.

12. Communication, Events and Partnerships Committee:

12.1 To approve the Committees recommendation to approve the following revised risk assessments:

- Event Management Plan
- Event Risk Assessment

Approval of these was not considered necessary as the event was in the past.

12.2 To consider responses to the Sound and Light event

Cllr Hine reported that there were 150 responses to the survey of the event, but it was too early to evaluate them. The issue of whether to give refunds was discussed.

FCM 2022-12-07 4 Cllr Eastwood proposed that the Town Council should not offer refunds for the Sound and Light event, which was seconded by Cllr Dean with all in favour.

12.3 Matters of report and items of information only

Cllr Hine reported on the successful Christmas on the Hill event.

13. Highways, Rights of Way and Parking Committee:

13.1 FCM 2022-12-07 5 Cllr Eastwood proposed to approve the Committee's recommendation to accept the quotation from Like Electrical to fit more lights on Pigs Meadow for the sum of £2,500 + VAT from the LED light replacement underspend (EMR 356), which was seconded by Cllr Dean with all in favour.

13.2 FCM 2022-12-07 6 Cllr Eastwood proposed to approve the Committee's recommendation to approve the review of the following Risk assessments:

- Rights of Way Walks
- Volunteer activities/Footpath Warden
- Speed Indicator Device

Which was seconded by Cllr Culemann with all in favour.

Cllr Benbow was thanked for his efforts on the risk assessments.

13.2 Matters of report and items of information only:

Cllr Eastwood reported that the repairs to Fairfield Road had been delayed due to the County Council unable to find a suitable contractor who was certificated to work alongside water.

He added that the proposed safety improvements to Pembroke Road were due to start in January and that a letter had been delivered to the residents who were most likely to be affected by the works. This would also be published on the website.

Cllr Eastwood reported that the next Rights of Way walk would be on 7th January 2023.

The Deputy Clerk reported that all the sodium lights had been replaced with LED lamps apart from the church spotlights which have yet to be done.

14. Lands and Markets Committee:

14.1 FCM 2022-12-07 7 Cllr Culemann proposed to approve the Committees recommendation to approve the following revision of risk assessments:

- Allotments
- Jeaffreson's Well
- Fens
- Cemetery
- Pageant Pavilion
- Pageant Field Play field play equipment
- Churchyard
- Tuesday and Saturday Markets
- Pageant Field

Which was seconded by Cllr FitzHigham with all in favour.

Cllr Benbow was thanked for his efforts on these.

14.2 FCM 2022-12-07 8 Cllr Culemann proposed to approve the Committees recommendation that up to £900.00 be spent with 'Drain Doctor' to repair the Pavilion drain from budget 1504, which was seconded by Cllr Fitzhigham with all in favour.

14.3 Matters of report and items of information only:

Cllr Culemann read from a note he had prepared regarding the Pavilion, where he outlined and explained the Town Council's rationale for the pavilion and how it was never intended to be a profit-making exercise. This is appended to the file copy of these minutes.

15 Strategic and Development Committee

15.1 To consider the SAD committee's proposal that the Town Council funds the Hour Community £23,500 from local CIL to purchase an adapted vehicle.

FCM 2022-12-07 8 Cllr Hine proposed that this decision be deferred back to the SAD committee which was seconded by Cllr Culemann and with 7 votes in favour and two against the motion was carried.

15.2 Matters of report.

Cllr Eastwood reported that the SAD committee needed a Chair and called for volunteers.

Cllr Garrett volunteered to be the Town Council representative on the Medical Practise patient participation group.

Cllr Eastwood reported that the viewing platform on the mere was progressing slowly and there had been a positive meeting with Suffolk Wildlife Trust.

16. Finance and HR Committee:

16.1 Cllr Eastwood confirmed BACS payments approved at the November meeting had 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.

16.2 Cllr Eastwood 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.

16.3 FCM 2022-12-07 9 Cllr Eastwood proposed to approve the payment of current invoices, which was seconded by Cllr Garrett with all in favour.

16.4 FCM 2022-12-07 10 Cllr Eastwood proposed to approve the committee's recommendation for the Deputy Town Clerk (James Overbury) to apply for an HSBC credit card on behalf of the Town Council. The Town Clerk would cancel the current card at the end of the month, which was seconded by Cllr Fitzhigham with all in favour.

16.5 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 15.6 because of the confidential nature of the business to be transacted
Members of the Public, Press and Town Clerk and Deputy Town Clerk will be requested to leave the meeting.

16.6 To note the NALC/LGA 2022-2023 National Salary Award to be implemented from 1st April 2022. (An increase of £1 an hour across the board for all staff) Backdated pay to be implemented within the normal December payroll.

Noted.

Members of the public and staff may return to the meeting

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

It was agreed to place an agenda item on the SAD committee relating to power outages and water supply.

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

Wednesday 4th January 2023 at 7.00pm in the United Free Church Riverside.

The Meeting concluded at 8:40pm