

**Minutes of the Strategy and Development Committee Meeting held on Tuesday 25<sup>th</sup> October 2022 at 7.00pm in The Town Council Meeting Room.**

**1. APOLOGIES:**

None.

**2. PRESENT:**

J Overbury Deputy Town Clerk (DTC) and two members of the public via Zoom.

**3. IN ATTENDANCE:**

Cllrs Jones (Chair), C Eastwood, S Garrett, N Williamson and M Hine

**4. DECLARATIONS OF INTEREST:**

None.

**5. MINUTES OF PREVIOUS MEETING:**

**SAD-2022-10-25 1 Cllr Jones proposed** that the minutes of the previous meeting be accepted as a true record, which was seconded by Cllr Eastwood, and with one abstention due to absence, all were in favour.

**Cllr Jones adjourned the meeting.**

**6. PUBLIC COMMENT:**

A member of the public questioned the use of CIL funds and asked why figures for use of the FAYAP facility had not been released. Cllr Jones responded to these questions. Another member of the public thanked the Chair for his responses to a written question she asked but felt that the answer raised more questions. Cllr Jones noted these but did not have an answer at the time and would discuss further with the committee

**Cllr Jones reconvened the meeting.**

**7. ENABLING LOCAL ORGANISATIONS**

**7.1 Framlingham Surgery**

**Cllr Jones reported** that he had attended the Patient Participation Group (PPG) meeting where there were five other people. He reported that the structure of the meeting was not well defined but would be attending them in the future. The surgery do recognise the need for improving communications

with the public and intend to use Fram Fare . It was noted that the Medical Practice welcomed more Patients to attend the meeting.

## **7.2 Framlingham Library**

**Cllr Hine reported** that she would be attending a Friends meeting. Cllr Jones reported that he had met the manager of the library and had tried to help clarify the rules regarding the library receiving CIL funding. He noted that any application for CIL funds by the library would have to wait until the commissioning process and timeline for the library service as a whole in Suffolk was understood. Cllr Jones noted that there was two years left with the current contract. It was agreed that the DTC would ask SCC for details about the commissioning process and the lease on the building.

**Post Meeting Note:** The Old Court House (The Library building) is registered as an asset of community value.

## **7.3 Framlingham Scouts and Guides**

**The DTC reported** on the progress of establishing how to maximise the value of the existing site.

## **7.4 Councillors allocation of organisations to foster.**

**Cllr Hine reported** that she would share a list of organisations with all Councillors.

## **7.5 Consideration of the £1,000 fund held for Community Grants in relation to the 'Framlingham Warm Welcome' initiative.**

**SAD-2022-10-26- 2 Cllr Jones proposed** to recommend to full council that the sum of £1,000 from the sums reserved for the annual small grant fund, be used to support 'Framlingham Warm Welcome', which was seconded by Cllr Eastwood and all were in favour.

## **7.6 Resolving issues with the code of conduct and FTC representatives on outside bodies reporting back to the Town Council.**

This was discussed at length. It was agreed that the DTC would research the issue and write a report of possible solutions to be presented to Council in the early spring of 2023.

# **8. APPLICATIONS FOR LOCAL CIL FUNDING:**

## **8.1 Existing applications**

### **8.1.1 FAYAP**

**Cllr Jones reported** that no further information had been received. It was agreed that the DTC contact them and explain that unless information was received in time for the next SAD meeting then the application would be put to one side for the time being.

### **8.1.2 Castle Community Rooms**

**Cllr Jones reported** that the CIL funding agreement was in its second draft and he would consider one further set of comments before passing back to the solicitor for final ratification. It was noted that the exact final sum to be granted needed to be determined and this was expected to happen within the next two weeks. Once this was known and the agreement cleared for use then it would be shared with the PCC.

## **8.2 New Applications:**

### **8.2.1 Hour Community: New Vehicle**

**It was agreed to defer this application.** The DTC would contact Hour community and request that further information and evidence of need be submitted with the application, which would be expected to be resubmitted at the next SAD meeting.

These were to include:

- The numbers of enquiries and requests for transport
- The Journeys taken
- Miles travelled
- Number of drivers Hour Community had on their books
- The number of requests Hour Community had to turn down because of a lack of a vehicle and vehicle a lack of a driver.

### **8.3 CIL administration Issues**

**Cllr Jones noted** that ESC had written to all parish and town councils reminding them of the need to report expenditure to them. Cllr Jones advised the meeting that FTC reported CIL expenditure to ESC annually as required and quarterly on the Framlingham.com website

The revised Local CIL application form was discussed and two minor amendments made.

**SAD 2022-10-25 3 Cllr Jones proposed** that the revised CIL application form be adopted by the Town Council which was seconded by Cllr Eastwood with all in favour.

The DTC would investigate the legality and use of digital signatures or other forms of identification/certification of documents.

## **9. NEW PROJECTS IDENTIFIED FOR LOCAL CIL FUNDING BY TOWN COUNCIL COMMITTEES:**

### **9.1 Commission of Speed survey for Saxtead Road infrastructure improvements**

**This was discussed** and it was agreed that the DTC would ask ESC if this was permitted.

## **10. DIGITAL WELCOME PACK**

No business

## **11. FRAMLINGHAM INFRASTRUCTURE INVESTMENT PLAN: (IDENTIFYING AND PRIORITISING INFRASTRUCTURE)**

**Cllr Jones reported** that this was due to be updated at the end of October and he would send it to the DTC for publication once done.

## **12. STRATEGIC PLAN:**

### **12.1 Transport Strategy Group – Update**

**Cllr Eastwood reported** that due to lack of resources this meeting was temporarily mothballed.

### **12.2 12 month review of Strategic Plan – feed back and plans arising from Strategic Forum.**

**It was agreed** that this was a very useful meeting. Cllr Jones reported that he and the DTC would make the notes and distribute them.

## **13. ACCESSIBLE VIEWING PLATFORMS FOR DISABLED PEOPLE FOR THE MERE:**

**It was noted** that there was to be a meeting with Suffolk Wildlife Trust tomorrow to look at the location.

## **14. ESC C-CARE YOUNG PEOPLE TOWN CENTRE PROJECT**

**It was agreed** that Cllr Hine establish how the project was progressing and report back to the committee.

## **15 FTC COMMUNITY GRANTS**

This had been covered earlier in the meeting

## **16. CORRESPONDENCE.**

**From ESC re rural England prosperity fund**

**This was discussed** and it was agreed that Cllr Jones complete the survey on behalf of the Town Council

**17. ACTION PLAN:**

**Cllr Jones reported** that this was up to date.

**18. MATTERS OF REPORT**

None.

**19. ITEMS FOR NEXT AGENDA**

Hour Community CIL Bid  
Rural Market Town Group.

**20 DATE OF NEXT MEETING. Wednesday 9<sup>th</sup> November 2022**

**The meeting concluded at 8:45pm**