

DRAFT Minutes of a Meeting of Framlingham Town Council held in the Castle Community Rooms Framlingham at 7pm on Wednesday 5th February 2025

1. Present & Apologies

Councillors Clive Eastwood (Chair), Phil Dean, Tony Hammond, Trudie Hammond, Gill Knights, Steve Rose (Minutes), Penny Wraight, Alan Wraight
Apologies: Councillors Tim Cope (Work), Tim Higham (Work) Lydia Kindred (DTC), Alan Davidson (RFO), CClr Stephen Burroughes

2. In Attendance

2 Residents.

3. Minutes

Minutes 19th December 2024 were approved as a true record of the meeting. Proposed by Clive Eastwood, Seconded by Penny Wraight and agreed by all Councillors.

Minutes 2nd January 2025 were approved as a true record of the meeting. Proposed by Clive Eastwood, Seconded by Gill Knights and agreed by all Councillors.

Minutes 13th January 2025 were approved as a true record of the meeting. Proposed by Clive Eastwood, Seconded by Alan Wraight and agreed by all Councillors.

4. Receive and declarations of interest and consider any applications for dispensations

None

ADJOURNMENT

5. Public Forum

A member of the public gave an update on the Hour Community efforts for the Hope Park site and that some planning permission had been granted. They also stated that they will be writing to the body issuing Sizewell C grants to check on why Framlingham is excluded considering how many workers will be based in Framlingham. They also noted that the Bus Shelter bench has been installed and awaits payment of invoice.

A second person gave an update on the Library and confirmed that the tender process for Suffolk Libraries has temporarily been halted.

RECONVENE

6. Consider correspondence

3 Small Grants have been received and these will be discussed in the March Full Council meeting.

New Scout and Guide Hut has fallen through so they may now be looking at refurbishing existing premises.

Leaper Land are due to give an update on the Victoria Mill Road development next month.

7. Procedural matters

7.1 Note any changes to the committee structure

Trudie Hammond is now Chair of the HR Committee

7.2 Consider ways to share best practice, including NALC/SALC guidance

Tony Hammond circulated working group guidance but SALC have said this is not permissible.

7.3 Note date of next election as 27th February

No nominations currently

7.4 Appoint a Data Protection Officer

Carry over to March

7.5 Other Items of report

HR Committee to be held on 13th February 2025

CEP Committee to be held on 18th February 2025

Lands Committee to be held on 13th February 2025. This will be clerked by Lisa Hammond who will be working 2 afternoons a week at the council

8. Finance Committee

8.1 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. Agreed

8.2 To approve the payment of current invoices

Proposed by Clive Eastwood, Seconded by Gill Knights and approved by all Councillors

8.3 Note the details of all bank accounts. Agreed

8.4 To consider quotes for internal audit for 2024/25

Cllr Eastwood proposed Contractor A, Seconded by Cllr Dean and approved by all councillors except for one abstention.

8.5 Confirm reinvestment of funds in Money Market

Cllr Eastwood proposed reinvesting these funds for a further 2 months, Seconded by Cllr Trudie Hammond and approved unanimously

9. Highways, Rights of Way & Planning Committee

9.1 Consider extension of streetlight contract with Veritas for an additional 18 months

Cllr Eastwood proposed extending the contract by 18 months, Seconded by Cllr Dean and approved unanimously

9.2 Matters of report

None

10. Planning Committee

10.1 Matters of report

None

11. Communications, events and partnerships committee

11.1 Update on new visitor website

Meeting on 9th January where the structure was agreed with Xtrahead. Cllr Tony Hammond will have print off's for the Town Council meeting in March

11.2 Discuss latest version town trail

This will be signed off this week and this will help the digital town trail. There will be 6 Town Trail boards at strategic places around the town.

11.3 Matters of report

Cllr Tony Hammond suggested a series of activities to commemorate VE day on 8th May, possibly with a parade of cadets in the town, a free BBQ for the cadets and some VE appropriate music. He will look at indicative costs for the Town Council meeting in March.

12. Strategy & Development Committee

12.1 Update on Neighbourhood Plan Review

There were 2 meetings last month on this. Next meeting will be at the end of February.

12.2 Consider building survey on the Westbury Centre

There was a consensus that owning the Westbury Centre would be resource intensive and possibly impractical for the Council to manage. Cllr Knights stated that the old shoe shop was for sale at GBP 160,000 and this was also in the flood zone and also had a lot less land than the Westbury Centre.

Cllr Eastwood proposed that the Town Council let Savilles know we are not interested in the purchase of the Westbury Centre. This was approved by all councillors with one abstention..

12.3 Matters of report

None

13. Lands Committee

13.1 To consider any application for market stalls

Application from Debenham High School for a free stall on 8th February, 22nd March and 29th March for a school project. Approval proposed by Cllr Eastwood, Seconded by Cllr Alan Wraight and agreed unanimously

13.2 To consider quotes to trim trees and hedge at Pageant Field

Cllr Eastwood proposed to accept Contractor A quote, Seconded by Cllr Trudie Hammond and approved with seven votes for and one against.

13.3 To consider committee recommendation to accept Contractor A's quote for 2025 summer grass cut of Pageant Field

Cllr Eastwood proposed to accept this recommendation, Seconded by Cllr Knights and approved with seven votes for and one abstention.

13.4 To approve quote to update cemetery mapping tool

Cllr Eastwood proposed that we accept this at a cost of GBP180 plus VAT, Seconded by Cllr Penny Wraight and approved with seven votes for and one abstention

13.5 Update on Cemetery winter maintenance

It was reported that the summer cut should be finished this weekend

13.6 Matters of report

It was reported that East Suffolk Council have approved permission for English Heritage to fell the Copper Beech Tree at Framlingham Castle

14. Human Resources Committee

14.1 Consider resolving to exclude the press and public from this section of the meeting by virtue of the Public Bodies (Admissions to Meetings) Act 1960 s1 (2) due to the confidential nature of the business to be transacted.

Proposed by Cllr Eastwood, Seconded by Cllr P Wraight and approved unanimously

15. Note other items of Report

Next meeting on 5th March 2025

Meeting Closed at 20:48