

Framlingham Town Council



16th October 2024

Members of Framlingham Town Council

Cllrs Cope, Dean, Eastwood, Hammond, Higham, Knights, Rose, A. Wraight and P. Wraight

You are summoned to attend an Extraordinary Meeting of Framlingham Town Council to be held at 7pm on Wednesday 23rd October 2024

at Framlingham Town Council Offices, 10C Church Street
for the transaction of the business on this Agenda.

Public Attendance:

Members of the public and press are welcome to join the meeting in person or remotely and will be invited to speak during the Public Forum

The meeting may be accessed remotely via the following link:

<https://us02web.zoom.us/j/4122052322?pwd=RzVtMDRtVWJMMnRpTWWhKZDJPQmN1dz09>

Meeting ID: 412 205 2322

Passcode: 096006

AGENDA

1. **Note Councillors present and consider apologies for absence**
2. **Note other attendees**
3. **Consider any changes to the committee structure**
4. **Consider the Minutes of 2nd October as true record of the meeting**
5. **Receive any declarations of interest and consider any applications for dispensations**
6. **Public Forum**
 - 6.1 Reports from County and District Councillors
 - 6.2 Public Comments
7. **Consider correspondence received:**
 - Notice of Election and election timetable
 - Request from FAYAP for artwork to be displayed on the walls of the Pavillion
 - Complaint regarding vegetation obscuring street lamp 71 on Fairfield Road
8. **Procedural matters**
 - 8.1 Consider proposals for a works Christmas meal for Councillors and staff
 - 8.2 Discuss procedures for allocation of Small Grants
 - 8.3 Discuss what to do with surplus mobile phones in the office
9. **Finance and Human Resources Committee**
 - 9.1 Consider the committee's recommendation that the Council removes the ring-fencing of £200,000 of CIL funds for the Scouts and Guides HQ.

- 9.2 Consider the committee's recommendation that the RFO is paid for the hours spent on the Scribe implementation
- 9.3 Consider the committee's recommendation to approve a small grant of £500 to the Citizens Advice Bureau for running costs of the Framlingham outreach service.
- 9.4 Receive an update on the rates and availability of alternative venues for 2025 council meetings.
- 9.5 Receive an update on 2025-2026 budget setting

10 Planning Committee

- 9.1 To discuss application DC/24/3312/FUL 2 storey side, rear and front extensions *Edwards Farm Cottages, Coles Green, Framlingham, IP13 9LF*
[DC/24/3312/FUL | 2 storey side, rear and front extensions | Edwards Farm Cottages Coles Green Framlingham Woodbridge Suffolk IP13 9LF](https://www.eastsuffolk.gov.uk/DC/24/3312/FUL%202-storey%20side,%20rear%20and%20front%20extensions%20to%20existing%202-storey%20cottage%20Edwards%20Farm%20Cottages%20Coles%20Green%20Framlingham%20Woodbridge%20Suffolk%20IP13%209LF)
[eastsuffolk.gov.uk](https://www.eastsuffolk.gov.uk)

11. Communication, events and partnership committee

- 11.1 Update from meeting with East Suffolk Council regarding grant funding and current projects
- 11.2 Consider quotations for the destination website. *N.B December 2024 is the deadline for agreeing the website, with a view to the funds being spent and the project near completion by March 2025*
- 11.3 Receive an update on the plans for the town Christmas event on 23rd November
- 11.4 Matters of report

12. Strategy & Development Committee

- 12.1 Application for £25,000 CIL funds to purchase a for 9 seat mini Bus – Hour Community
- 12.2 Consider request from Flood Recover and Resilience Group for £500 to spend on sets of 2-way radios, and a Jabra device for their meetings and in use of a civic emergency.
- 12.3 Consider setting the Neighbourhood Plan Review group a budget of up to £200
- 12.3 Other matters of report

13. Lands Committee

- 13.1 To consider tree application reference DC/24/3480/TCA regarding felling of Copper Beech Tree at Framlingham Castle
[DC/24/3480/TCA | 1no. Copper beech \(T1935 on plan\) - Fell | Castle Meadow Framlingham Castle Castle Street Framlingham Suffolk](https://www.eastsuffolk.gov.uk/DC/24/3480/TCA%201no.%20Copper%20beech%20(T1935%20on%20plan)%20-%20Fell%20Castle%20Meadow%20Framlingham%20Castle%20Castle%20Street%20Framlingham%20Suffolk)
[eastsuffolk.gov.uk](https://www.eastsuffolk.gov.uk)
- 13.2 Discuss email of concern from residents re large trees on the edge of the Pageant Field near to property on Saxmundham Road
- 13.3 Consider revised figure of £1,005.00 for repairs to the basketball court
- 13.4 Authorise HomeView to carry out annual service of the CCTV cameras (now overdue) at a cost of £697.58 + VAT and to look at the faulty camera whilst on site.
- 13.5 Markets:
 - 13.5.1 Consider T& R Hardwear's request to add pet treats to its licence
 - 13.5.2 Consider application from La Casa Latina for a stall selling hot food
- 13.6 Matters of report

14. Highways, Rights of Way & Parking Committee

- 14.1 Matters of report

15. Other matters of report or items issues to be raised at future meetings

16. To resolve 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.

17. Human Resources Committee

- 17.1 Receive updates from the HR committee on current issues
- 17.2 Consider communication procedures regarding topical HR issues
- 17.3 Re-consider HR issue workflow schematic and timelines following recent correspondence

18. Confirm the date of the Council meetings in November

Lydia Kindred
Deputy Town Clerk