

28th August 2024

Members of Framlingham Town Council

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

You are summoned to attend a meeting of the Town Council

to be held at 7pm on Wednesday 4th September 2024

in the Castle Community Rooms 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=RzVtMDRtVWJMMnRpTWWhKZDJQPmN1dz09>

Meeting ID: 412 205 2322

Passcode: 096006

AGENDA

- 1. Note Councillors present and consider apologies for absence**
- 2. Note other attendees**
- 3. Elect a Vice-Chair**
- 4. Consider any changes to the committee structure**
- 5. Consider the Minutes of 7th August as a true record of the meeting**
- 6. Receive any declarations of interest and consider any applications for dispensations**
- 7. Public Forum**
 - 7.1 Police report
 - 7.2 County Councillor's report
 - 7.3 District Councillors' reports
 - 7.4 Public Comments
- 8. Consider correspondence received:**

Notice of election on 10th October 2024
- 9 . Finance and Human Resources Committee**
 - 9.1 To confirm BACS payments approved at the August meeting have been paid as agreed and the bank print out verified and signed by two Councillors
 - 9.2 To approve the payment of current invoices
 - 9.3 To note the details of all Bank Accounts
 - 9.4 To consider the Finance Regulations

- 9.5 To consider the effectiveness of the internal audit for the year-ending 31st March 2024
- 9.6 Review direct debits and standing orders
- 9.7 Consider RFO holiday arrangements
- 9.8 Consider next steps of the policy review process
- 9.9 Consider 2025-2026 budget and precept timetable
- 9.10 To consider purchasing an internal key safe at a cost of up to £30
- 9.11 Matters of report

10. Planning Committee

- 10.1 Appoint a Committee Chair
- 10.2 Consider whether to respond to the following planning appeal:
 - AP/24/0040/REFUSE regarding DC/24/0226/FUL
 - Land between the River Ore and Station Road Framlingham IP13 9EZ
- 10.3 Matters of report

11. Communication, events and partnership committee

- 11.1 Receive an update on activities to celebrate and promote the Tour of Britain cycle race visiting the town on Sunday 8th September
- 11.2 Receive updates on the Christmas event to be held on 23rd November
- 11.3 Agree date for any interested Councillors to meet to discuss the latest draft of the Town Trail
- 11.4 Agree date for any interested Councillors to meet to discuss the possibility of running a second website for tourism and events
- 11.5 Matters of report

12. Strategy & Development Committee

- 12.1 Neighbourhood Plan Review
 - 12.1.1 Report from the third meeting of the Neighbourhood Plan Review (NPR) working group on 21st August 2024
 - 12.1.2 Report from Meeting with Scout & Guides on 27th August regarding CIL application
- 12.2 Consider an update from the Recovery and Resilience Meeting held on 28th August and consider additional funding for flooding expert to collate various responses to S.19 report and/or to report at the next Public Meeting.
- 12.3 Other matters of report

13. Lands Committee

- 13.1 Consider Committee proposal from 30.11.2023 to recommend that Framlingham Town Council accepts the ownership and ongoing maintenance of the Bridge Street bus shelter
- 13.2 Consider replacing the damaged bench that has been removed from this bus shelter
- 13.3 Approve Pageant Field CCTV service and consider deferring the decision on merging the CCTV contracts until the clerk returns
- 13.4 Approve quotation to repair basketball court
- 13.5 Approve quotation to repair Pageant Field fence
- 13.6 Consider the complaints regarding rats in the roundels on the Market Hill
- 13.7 Consider approaching Framlingham College to discuss their offer of volunteers for town projects and consider the possibility of using pupils to help in the cemetery
- 13.8 Matters of report

14. Highways, Rights of Way & Parking Committee

- 14.1 Matters of report

15. Procedural

- 15.1 Consider the option of holding a second full Council meeting in September instead of having separate Committee meeting
- 15.2 Consider adopting the Absence Management Policy, as circulated
- 15.3 Consider adopting the Key Policy and creating a register of keyholders
- 15.4 Consider changing the lock at the pavilion
- 15.5 Consider exit procedures for departing Councillors

16. Other matters of report

17. Note issues to be raised at future Council or committee meetings

18. 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.

19. Receive updates from the HR sub-committee on current issues

20. Confirm the date of the next Council meeting

Lydia Kindred
Deputy Town Clerk