

TOWN COUNCIL CHAIR
Cllr Clive Eastwood

TOWN CLERK
James Overbury
townclerk@framlingham.com

TOWN COUNCIL OFFICE
**10c Church Street
Framlingham
Suffolk IP13 9BH**
TELEPHONE: **01728 720183**
www.framlingham.com

DEPUTY TOWN CLERK
Lydia Kirk
dtc@framlingham.com
RESPONSIBLE FINANCIAL OFFICER
Alan Davidson
finance@framlingham.com

Draft Minutes of the Lands and Markets Committee Meeting held on Thursday 12th September 2024

1. PRESENT AND IN ATTENDANCE

Present: Councillors FitzHigham (Chair), Eastwood, Dean and G Knights, A Davidson
Apologies: Councillors P Wraight

The Committee accepted the resignation of Councillor A Wraight
In attendance: A Davidson (RFO and minute taker)

There are no members of the public present

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF PREVIOUS MEETING

LAM 2024-09-12 1 Cllr Eastwood proposed to accept the minutes of the previous meeting as a true and accurate record. This was seconded by Cllr Dean with three in favour and one abstention.

4. PUBLIC COMMENT

None.

5. CORRESPONDENCE

Savills have written to provide formal notice of the Benhall to Framlingham pipeline, part of which will be routed through the corner of the Pageant Field. Work is expected to start in the autumn. Cllr Higham reported that based on meetings with Savills, in principle the Council was happy with the proposals.

The RFO had been in contact with Savills regarding the financial implications. The Council will receive a one-off easement payment to be calculated on the size of the area disturbed. In addition, the Council can opt for the water company to make good the ground or receive compensation for repairing the ground themselves. The Committee instructed the RFO to notify Savills that they would prefer the water company to make good the ground.

6. CONTRACTOR REVIEW

The RFO reported that the G&P contractor was now into his second month. The RFO, the contractor and Cllr Eastwood had carried out a site walk to review the detailed contract

tasks to manage expectations. The RFO reported that they could locate the wat stop cock for the allotments and he will contact the previous clerk for advice.

The RFO also reported that he was very happy with the work carried out by the contractor so far. Cllr Knights asked that the RFO pass on the thanks of the Committee for the work he is doing.

7. FTC ASSETS

7.1. Update on tree works in the town

The Committee agreed to defer this item to the next meeting.

7.2. CCTV cameras

The RFO explained that at the start of the year the clerk had looked into merging the 2 CCTV service contracts. In anticipation of merging the 2 contracts the annual service of the Pageant Field cameras had not taken place. The RFO requested that since one of the cameras was not working, he recommended that the annual service be carried out as soon as possible and the merging of the contracts could be picked up at a later point. The RFO had obtained a quote for the annual from the current contractor. The Committee agreed with this approach.

LAM 2024-09-12 2 Cllr Higham proposed to accept the quote of £275 plus VAT for the annual service of the Pageant Field CCTV cameras. This was seconded by Cllr Dean with all in favour.

Cllr Higham asked that the RFO obtain updated quotes for merging the contracts.

7.3. Town clock

The RFO that work had commenced on the cabinet repair and is waiting for an update on progress. The RFO had also contacted the company performing the service and they provided an estimated start date of around 9th October, subject to change.

7.4. Bridge Street bus shelter ownership &

7.4.1. The Committee wished to thank Cllrs Knights and P Wraight for their work in cleaning the bus shelter. The Committee would also like to thank Christine and Robbie Abraham for cleaning the bus shelter on Mount Pleasant. Cllr Knights requested that the RFO write to the residents and pass on the Committee's appreciation.

7.4.2. Cllr Higham had reviewed some historic pictures of the bus shelter, and it was clear that since the old bench was free standing there was no longer a need to consider the question of who owned the land beneath the shelter and that the Council were happy not to accept ownership of the bus shelter.

7.5. Replacement of Bridge Street bus shelter bench

7.5.1. Having agreed that Council did not own the bus shelter Cllr Higham was happy that the Council would be responsible for maintaining the bus shelter including replacing the bench subject to funding being provided the District Councillors. The RFO reported that the District Councillors had offered up to £1,000 to pay for a new bench.

The RFO was asked to obtain quotes for a new bench and Cllr Dean suggested that the Men's Shed would be a good group to approach.

8. PAGEANT FIELD & PLAYING AREA

8.1. Consider quotation to repair basketball court surface

8.1.1. The RFO had obtained two quotes from the supplier to cover either single hole or to repair the kerbing where some of the surface had worn away. The Committee felt that it is better to do the more substantial repair.

LAM 2024-09-12 3 Cllr Higham proposed to accept the quote of £875 plus VAT to repair the hole and kerbing of the basketball court surface. This was seconded by Cllr Dean with all in favour.

8.2. Consider quotation to repair play area fence

8.2.1. The RFO had obtained a quote of £700 plus VAT from the original installer for replacing the rotten posts and a cheaper quote of £417 from a second fencer to stake the rotten posts. The Committee felt that it is better to do the more substantial repair.

LAM 2024-09-12 4 Cllr Eastwood proposed to accept the quote of £700 plus VAT to repair play area fence. This was seconded by Cllr Dean with all in favour.

8.3. Consider contract for mowing the Pageant Field next year

The RFO was asked to obtain quotes for the mowing contract next year, including contacting the Sports Club to find out who they used.

8.4. Consider complaints about broken glass and litter

The RFO reported that there had been a formal complaint about broken glass and several complaints on social media. The RFO provided some photos that illustrated the problem.

The Committee considered options to tackle the problem. The RFO was asked to investigate changing the Pageant Field signage.

The Committee felt that although it was not possible to identify those responsible it would be sensible to approach the local schools to see if they could assist. The RFO was asked to see if he could arrange meetings between the Council and the two secondary schools.

8.5. Report by RFO damage to property in the Pavilion store, possible compensation and consider whether the lock should be changed

The RFO updated the Committee on a recent incident where damage had occurred to a piece of equipment held in the Pavilion store. The damage appeared malicious but limited to just one item. The RFO was asked to remind all users of the store to be careful when inside the store.

Cllr Knights felt that the store requires a thorough tidy up and old items could be recycled or thrown away.

Cllr Higham suggested that this is raised at Full Council to arrange a working party to tidy the Pavilion store.

8.6. Consider any other issues at the Pageant Field

None.

9. THE FENS

9.1. Consider whether any cutting is required this year.

The RFO had been in contact with the contractor, and he was planning to do a final cut in September. The Committee was happy to let the contractor decide when the time was.

9.2. Consider possible who is responsibility for maintaining the river through the Fens

The Committee reviewed various pieces of correspondence from the Environment Agency (EA) on both the riparian rights and the work carried out annually by the EA.

The Committee felt that the biggest area of concern and where most of the complaints arose was the Riverside and the lack of action taken by the Co-op supermarket to meet their riparian responsibilities. The RFO was asked to write to the Co-op expressing the Council's frustration at the lack of action and that they clear the riverbank or transfer the land to the Council so they can maintain it.

The Committee agreed that they would consider what work is required to the river section along the Fens once the EA had performed their annual maintenance.

10. CEMETERY

10.1. Report from the Cemetery Working Group and an update on the review of the Terms and Conditions

Cllr Eastwood reported that the Working Group had not met for a while due to lack of members. Cllr Higham suggested that given the importance of finding a solution that this item is taken back to the Full Council to request that more Cllrs or members of the public join the Working group

Cllr Knights also raised concerns about whether the war graves are being properly maintained. The RFO agreed to look into this.

10.2. Update on the progress of the rose expert on the memorial gardens and agree next steps

The RFO reported that the recent site review had shown that there were a number of non-rose plants in the rose beds against the rules of the rose garden. Cllr Higham asked that the non-rose plants and any dead roses are removed. This would allow the Committee to consider what steps to take next.

10.3. Update on overgrown hedge at the cemetery

The RFO reported that several overgrown hedges had been identified and the G&P contractor was looking to trim all the hedges as part of his winter work.

10.4. 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

The Committee was unsure how the students would be supervised and requested that the RFO go back to the College to better understand their expectations.

11. MARKET HILL

11.1. Update on the rats in the roundels on the Market Hill

Cllr Eastwood and the RFO had inspected the roundels and there were no obvious signs of rats. The Committee agreed to wait until rats had been sighted before considering further action.

11.2. Consider application for a charity pitch from Royal British Legion

LAM 2024-09-12 5 Cllr Higham to allow the Royal British Legion to have the charity pitch on Saturday 2nd November 2024. This was seconded by Cllr Dean with all in favour.

12. ALLOTMENTS

12.1. Discuss upkeep and condition of plots and communal areas

Cllr Eastwood reported that the G&P contractor was now maintaining the communal pathways.

The Committee agreed to the RFO suggestion to send the allotment holders an end-of-season letter reminding them of responsibilities.

The RFO also mentioned that plot 12b was proving difficult to let due to its location beneath large trees and was currently not maintained. The Committee agreed to consider other uses for the plot.

13. Consider any Trees in a Conservation Area (TCA) applications received prior to the meeting

DC/24/3146/TCA

LAM 2024-09-12 6 Cllr Higham proposed to support the application with the comment that whilst the Council do not like to see trees felled, they could see that the plan was well thought-out and was in line with the Council own tree management approach. This was seconded by Cllr Knights with all in favour.

14. Matters of report

Cllr Dean noted that at the Annual parish Meeting a question had been raised about the River Ore but that no response had been received from the Co-op.

Cllr Knights requested that the RFO look at the Cemetery noticeboard to see if the schedule of works is consistent with what is described.

Cllr Knights noted that there had been several reports of blocked drains on social media. Cllr Knights requested that the Council should comment on these posts that the drain should be reported to Highways and if the residents notified the council, we would also notify Highways.

15. Items for the next agenda

Headstone checking

16. Date of next meeting

7.00pm Thursday 10th October 2024

The meeting concluded at 20:28