

## **Town Clerk's Report for the meeting of 2<sup>nd</sup> February 2012**

I have been up to the cemetery investigating and updating the records of the ashes plots and marking the memorial seats etc on the first draft of the new plan for the cemetery, ready for the next stage which will be to link the records with the map. Then we should have an up to date comprehensive and easily accessible cemetery records system.

I assisted the Chairman and Vice-Chairman at the skate-park where we once again met the Structural Surveyor to discuss the condition of the remaining ramps.

Rentokil has been out again to the office and the bait has been changed in an attempt to kill the rats off once and for all. However, we now have mice in the kitchen area as well! The smell is horrendous and lots of air freshener is still being used. A builder has been appointed by the Landlord to look into the drain problem and investigate within the walls and ceiling of the toilet to remove any decaying bodies.

There have been 23 expressions of interest in the website contract to date and I have sent them all a Specification and Terms of Reference document. However, there have been several technical queries which I have endeavoured to answer as well as possible.

44 Town Plan letters have been sent out as instructed, and we are now working on a list of businesses in the town in time for the next meeting of the Rights of Way, Highways & Lighting Committee, which is in relation to parking matters and in particular Market Hill, which will be affected when the new charges start in SCDC managed Elms and Fore Street car parks from 2013.

Work has also started on the organisation of the 5<sup>th</sup> Annual Gravity Go-Cart race to be held on Sunday 13<sup>th</sup> May.

I have re-planted the flower tub on the Market hill with pansies following vandalism before Christmas, investigated problems with dog fouling in Brook Lane and lighting faults at various locations in the town, and helped to advise the FBA on road closures and Temporary Traffic Regulation Order issues for its proposed events.

English Heritage has renewed its sponsorship advert on [www.framlingham.com](http://www.framlingham.com) for a further year and I have negotiated a new sponsorship deal with Ernest Doe Power, also for the next year. Look out for the new adverts from 1<sup>st</sup> February.

Finally, I noticed while out walking the dogs that the first of the five dwellings has been sold on the Old Drill Hall site, so I have chased Cripps Developments for its £5,000 instalment under the Section 106 agreement.

All the above is of course in addition to the usual general administration and financial administration relating to Town Council business.

Eileen A Coe (Town Clerk)