

Report of the Public Relations and Markets Committee Meeting held on Tuesday 10th January 2012 at 10 Riverside at 7.30pm

1. Apologies

Present:

Cllrs Mr T Baldwin, Ms S Bennell, Mr K Coe, Mr D Gray, Mrs C Leeper and Mrs C Youngs (Chair) also co-opted members Spadge Hopkins, Helen Ball and Jane Lelliott

In Attendance:

Eileen A Coe (Town Clerk)

2. Public Comment:

None.

Events

3. Firework Spectacular

The Town Clerk produced the final financial figures for the last event and a comparison over the last 3 years. It was felt that the change of date and warmer weather had resulted in lower numbers attending and less sales of hot soup and mulled wine.

The date for the next event on Saturday 3rd November was agreed, and it was also agreed for the Town Clerk to book the 'Fire Spinning' performance at a cost of £150.00.

The Town Clerk had contacted six companies and had received five quotations for the display from: Dynamic Fireworks Ltd, Skyburst, G Force Fireworks Ltd, Firework International Ltd and Kimbolton Fireworks Ltd. It was noted that as the budget has been slightly reduced for 2012 the current display provider would only be happy to provide a display if it was on any night other than 3rd or 5th November. It was felt that a budget increase could not be justified, bearing in mind the much smaller profit made in 2011 and the need to keep this an affordable local community event.

Following some discussion on the other quotations received it was unanimously felt that Dynamic Fireworks Ltd, provided the most comprehensive detail and were a local company who could provide a traditional but visually stunning display. Therefore, Cllr Youngs proposed to recommend the quotation from Dynamic Fireworks Ltd at a cost of £4,200 incl vat to Full Council for approval, which was seconded by Cllr Coe with all in favour. The Town Clerk was requested to enquire about the provision of 100 complimentary sparklers for the event.

4. Go Cart Race:

A date of Sunday 13th May was agreed with the same format as last year, but to include a 'Best decorated mobility scooter parade' with the theme: 'Anything Goes'.

Spadge confirmed that the provision of straw bales was already in place. The Town Clerk was requested to proceed with arrangements for insurance cover and permission for a road closure. She would also prepare the risk assessment, book St John Ambulance and Roberto's Ice Cream. There would be no other catering outlets but local food outlets would be encouraged to open and sponsor the event. Jane agreed to take charge of the sponsorship arrangements as last year.

All details would be discussed further at the next meeting.

The co-opted members were thanked for their help and support and they left the meeting.

Public Relations

5. Website

The Town Clerk reported that the advert for the 3 year website management contract would be appearing in the EADT on 11th January.

Cllr Bennell suggested looking into providing a business card for www.framlingham.com which would be useful when contacting new businesses or encouraging sponsorship etc. It was agreed for Cllr Bennell to pursue and report back to the next meeting.

The Town Clerk reported that English Heritage has renewed its sponsorship for further 12 months and there has been two other sponsorship enquiries received.

6. Town Council Office Matters

The Town Clerk advised that the Landlord has agreed a £400 contribution towards the expenses relating to rat problems and subsequent electrician charges. She also advised that he will be sending someone to investigate the drain problems this week.

Markets:

7. Tuesday Market

No business.

8. Saturday Market

No business.

9. Pitch Applications to be considered:

Laura Potter – item 24/01

Application for a 6ft casual pitch selling home made pottery items including, beakers, bottles and small items such as buttons, beads and badges, with prices ranging from £1 – £25. Approved.

Greg Davis – Today Magazines

Email requesting permission to place an A-frame display board holding A2 or A3 posters and leaflet holders on the Market Hill on market days. This was agreed for a trial period of 6 months subject to Mr Davis taking full responsibility for the display, providing sufficient PL insurance cover, and the Market Supervisor advising the safest location. The Town Clerk would respond.

10. Calendar 2013

It was noted that the funding application to EDSF was unsuccessful; Cllr Holdcroft considered the revised application, but on reflection advised that the economic benefit derived from investment was not cost effective compared to other activities that might be undertaken.

The members considered the response and agreed to proceed by funding the calendar through advertising. Following some discussion on the format and style the Town Clerk was requested to obtain new quotations, which would be considered along with a draft calendar prepared by Cllr Bennell at the next Full Council meeting, in order that the calendar could be produced in time for sale during the summer tourist season.

11. Correspondence received since the last meeting:

Dynamic Fireworks Ltd – item 23/01

Information on provision of firework displays for the Queen's Diamond Jubilee celebrations. Noted. It was agreed for Cllr Leeper (FBA rep) to offer the use of the beacon on the Pageant Field to the Framlingham Business Association events committee, as part of the celebrations being organised, if required.

Suffolk County Council – item 36/01

A new heritage organisation for Suffolk – Consultation document – deadline 31st January 2012. Cllr Bennell agreed to respond.

Caroline Cowper – item 40/01

Email advising of a fundraising event to be held at Framlingham College – Apache Approach. Noted, see item 12.

Cath Cauldwell – item 41/01

Copy of letter sent by the Wickham Market Partnership regarding the changes to the out of hour's services in Suffolk Coastal District Council. The members noted that while the concerns are appreciated clearly the whole situation is unsatisfactory and they were pleased to hear that MP Dr Daniel Poulter is involved in this issue.

Dr Daniel Poulter MP – item 42/01

Copy of letter from Nick Hurd MP, Minister for Civil Society in response to the Town Council's concerns regarding temporary road closures and TRO's. Noted and filed for reference.

Claire Norman – Framlingham Guides – 1/02

Thank you letter for the recent donation and offering assistance at any events that may be happening during the forthcoming year. Noted and advised of FBA contact details.

Jan Wright – Volunteer Centre Framlingham and District – 2/02

Letter regarding the noxious smell problems and requesting what steps are being taken to rectify the situation. Noted and the Town Clerk would advise of the action that is being taken.

Framlingham Business Association – 3/02

Email requesting permission to use the Market Hill on Tuesday 5th June for the Queen's Diamond Jubilee Celebrations and Friday 27th July for an Olympic celebration event. Agreed subject to the usual applications to the relevant authorities for required road closures and Temporary Traffic Regulation Orders.

Suffolk Acre – 6/02

Email regarding introduction of new bulk-buying scheme for domestic heating oil. Noted and it was agreed to display the poster on the Notice Board.

Running Imp – 9/02

Diamond Jubilee mementoes and party products. Noted and filed for reference.

Suffolk Coastal District Council – item 10/02

Invitation to attend the Greenprint Forum on Monday 23rd January at 7pm. Noted, but no one available to attend.

12. Freedom of the Town

Cllr Coe noted that he would like to progress the idea mooted in 2010 to give the Freedom of the Town to Wattisham Flying Station. Town and Parish Councils now have the power to grant this title ‘to persons who have in the opinion of the authority rendered eminent services to that place or area’ some initial investigation had been carried out and it was noted that Woodbridge, Stowmarket and Aldeburgh had used this power to recognise their long and close associations. It was not clear how closely associated Framlingham is with Wattisham although there was a link with Parham during WW11. Cllr Coe noted the information on the Apache Approach event being held at Framlingham College on 28th April, and agreed that there would be a better idea how the town feels about forging or developing a link over time after this event. Mr Payne (Operations Director) at Framlingham College had been in contact with the Town Clerk to discuss this matter and had suggested that the Apache Approach Committee may like to liaise with Cllr Coe as the Town Council representative, which was agreed. To be discussed further in due course.

13. Newsletter

The editorial for the Town Council page in the next edition of Framfare was approved.

14. Matters of report or items for next agenda

APM and Annual Newsletter – agenda item next meeting

The Town Clerk reported that SCDC would like confirmation on whether the Town Council require Poll Cards for the By-Election. It was unanimously agreed that although this would incur an extra cost it was necessary so that everyone was fully informed.

15. Next meeting:

Tuesday 14th February at 7.30pm