

NOTICE OF MEETING

A meeting of the Town Council will be held on Thursday 2nd February 2012
at The St John Ambulance Westbury Centre, Fairfield Road, Framlingham at 7.30pm

ALL WELCOME

Date: 26th January 2012

Eileen A Coe (Clerk to the Council)

Agenda

1. **Apologies** – to receive and accept apologies for absence
2. **Minutes of Previous meeting** – to be confirmed and signed as a correct record
3. **To receive declarations of interest** (please note declarations must be made verbally at the appropriate time as well as entered in the Interest Book.)
4. **Adjournment** – the Chairman will then suspend the meeting for the following:
 - 4.1 **Police Matters**
 - 4.2 **Report by County Councillor**
 - 4.3 **Report by District Councillors**
 - 4.4 **Report from FAYAP representative**
 - 4.5 **Report from Framlingham Business Association representative**
 - 4.6 **Public Comment** – to receive and note comments from members of the public present, through the Chairman only
5. **Reconvene** – the Chairman will then reconvene the meeting.
6. **Correspondence** - to note correspondence received since the last meeting and to discuss * items on the agenda only

***36/2 Framlingham Sports Club**

Letter inviting the Town Council and FAYAP to join with Framlingham Sports Club and Scout and Guide Group to primarily explore the best options feasible for the Police House site before presenting them to the town for endorsement. Dr Dan Poulter MP has indicated that he would be willing to Chair a Group interested in progressing plans. Also including a copy of letter from The Mills Charity.

***37/2 Chris Abraham – Young Suffolk**

Invitation to host an 'Introduction to Youth Participation' workshop targeted especially for Town/Parish Councils, Community organisations and Community Champions who aspire to raise youth involvement and will provide useful tools to help make contact and engage effectively with young people. Funded by the LSP this will be a free workshop if the venue is funded by the Town Council.

***38/2 Suffolk Coastal Resource Network**

Free course: Writing a good funding application, Thursday 6th February – 9.30-12.30 at Kesgrave or Tuesday 26th June – 9.30- 12.30 at Stratford St Andrew.

Committee Reports and Business:

7. Finance

- To approve the payment of current invoices
- To approve annual cost for the end of year closedown from RBS Software Solutions on Monday 14th May at £450.00 plus 45p per mile. (Budget 1115)

8. Planning

- To note and accept the report of the meeting held on Monday 9th January
- To note the following planning decisions and any others received before 2nd February
C11/2556/FUL Mr & Mrs Sampson – 24 Double Street – Planning Permission
C11/2557/LCB Mr & Mrs Sampson – 24 Double Street – Listed Building Consent
C11/2372/FUL Ms S Kitt Framlingham Medical Practice – Pembroke Road – Planning Permission

- To consider the following planning applications and any others received before 2nd February:

C12/0085/FUL Mr P Nice – Bridge Cottage, 40 Fairfield Road –alterations to existing dwelling including addition of first floor accommodation over existing single-storey extensions to original building

9. Public Relations and Markets

- To note and accept the report of the meeting held on Tuesday 10th January
- To approve the Risk Assessments carried out by members of the committee for the Saturday Market. Tuesday Market and Town Council Office
- To approve the committee's recommendation to accept the quotation from Dynamic Fireworks Ltd of £4,200 incl vat for the Firework display to be held on 3rd November.
- To approve the committee's recommendation to proceed with Framlingham Calendar for 2013.

10. Lands

- To note and accept the report of the meeting held on Wednesday 11th January

- To approve the committees recommendation to accept the quotation from F Masters Ltd for the removal and replacement of 4 x Portland slabs around the War Memorial at a cost of £504.00
- To approve the following Risk Assessments carried out by members of the Committee: Cemetery, Churchyard, Allotments, Fen Meadow, Pageant Field and Jeaffreson's Well
- To approve the decision to scrap ramps 4 and part of ramp 7 following advice from Stroud Associates and to consider cost to date, plus costs for refurbishment of ramps 8, 9 and part of 7.

11. Rights of Way, Highways & Lighting

- To note and accept the report of the meeting held on Monday 9th January
- To approve the risk Assessment for the Rights of Way Sunday Walks.

12. Chairman's report

- To note Chairman's report

13. Town Clerk's Report

- To note Town Clerk's report

14. Employments Committee

- To exclude the public and press for the next item of discussion under the Local Government Act category 1.
- To approve the committee's recommendation to offer Mrs J Parlone the permanent post of Office Assistant, following a 12 month fixed term period ending on 6th February 2012, with variable hours but to a maximum of 40 hours per month as per budget, subject to an annual review.

15. Matters of report or items for next agenda only

16. Date of next Council meeting:

The next meeting will be held on **Thursday 1st March at 7.30pm** in The St John Ambulance Westbury Centre Fairfield Road Framlingham.

Copies of reports and minutes etc will be available at the meeting or afterwards from the Town Council Office, Library and on www.framlingham.com