

NEEDHAM MARKET TOWN COUNCIL

MINUTES of the meeting of NEEDHAM MARKET TOWN COUNCIL held in the Green Room, Needham Market Community Centre, School Street, Needham Market, on Wednesday 4th May 2016 at 7:30pm.

Present: Cllr X Stansfield (In the Chair), Councillors, A Morris, D Campbell, R Campbell, TS Carter, RP Darnell, MG Norris, KMN Oakes, D Spurling, M Spurling and AL Ward.

Apologies for Absence:

Cllr BE Annis – Hospital Appointment
Cllr JE Lea – SCC Chairman's Reception
Cllr I Mason – Work Commitment
Cllr S Phillips – Work Commitment

In Attendance: Suffolk County Councillor Julia Truelove, Mid Suffolk District Councillor Wendy Marchant, one member of public and Town Clerk Kevin Hunter.

C074/16 To confirm the Minutes of the Town Council Meeting held 20th April 2016.

The Minutes of the Town Council Meeting held Wednesday 20th April 2016 were accepted as a true and correct record and signed by the Chairman.

C075/16 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr R Campbell – Planning Matters
Cllr MG Norris – Planning Matters

C076/16 To receive reports from The County Councillor, District Councillors and to take questions from members of the public

County Councillor Julia Truelove presented her report, which was tabled and a copy of which will be appended to the Minute Book. It included reference to:

- Chief Executive's Salary Rise – up from £156,550 to £170,000
- New Delivery Model for County's Rural Transport – 'Aspire Together' will operate from 18th June, which are new providers composed of existing voluntary organisations working together
- East Anglia 'Three' Off Shore Wind Farm – formal responses given by the Cabinet to the wind farm application
- East Anglia Devolution Bid – issues of concern to be discussed by an extra Full Council meeting on 30th June
- Constabulary Recruitment – 100 Police Officers now being recruited
- Community Action News – top concerns and priorities expressed by Suffolk Parishes revealed

County Councillor Truelove added Suffolk County Council had met with Network Rail regarding the future of rail crossings in the County and, specific to Needham Market, the study assessing the suitability of the 'culvert option' to replace the existing Gypsy Lane crossing has been extended to July. An issue coming to the fore is the headroom available and whether it will be able to meet County Council standards, which are applied to underpasses etc.

District Councillor Wendy Marchant presented the District Councillors report, which was tabled and a copy of which will be appended to the Minute Book. It included reference to:

- Recycling of Old Clothes – fully serviced network of textile banks now back in operation
- Commercial Waste Service – new glass collection bins being delivered to commercial premises
- Garden Waste Service – over 12,000 homes now using the service

- Home Composting Campaign – In Mid Suffolk, 379 composting bins purchased during the first week of the promotion

Cllr Darnell asked which businesses qualify for the new glass collection service and what charge is made for the service. District Councillor Marchant undertook to find the answers and report them back to Council's next meeting.

C077/16 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor had provided a report which showed she had attended:

Thursday 21st April - Queen's Birthday celebration party at the Community Centre
 Saturday 23rd April - Opening of the new Loco Shed at Mid Suffolk Light Railway, Wetheringsett
 Monday 25th April – (Chaired) Annual Town Meeting at the Community Centre
 Wednesday 27th April - funeral of Peter Smith at Seven Hills Crematorium
 Wednesday 27th April - Mayor's Thanksgiving Service in Haverhill
 Sunday 1st May - Witnessed the start of the annual Beating of the Bounds in Station Yard

The Deputy Mayor reported attending:

Thursday 21st April - Queen's Birthday celebration party at the Community Centre
 Monday 25th April - Annual Town Meeting at the Community Centre
 Wednesday 27th April - funeral of Peter Smith at Seven Hills Crematorium

C078/16 To receive a report from the Strategic Planning Working Group.

Cllr Norris presented his report, which was tabled and a copy of which will be appended to the Minute Book. In the continued absence of information, vital to the Town Council being able to continue with the creation of the Needham Market Neighbourhood Plan, being received from Mid Suffolk District Council, he had put a pertinent question to the District Council's full Council meeting held on 28th April. As a result, he has found District Councillors are only now being made aware of progress on the new Joint Local Plan which is still at a high level and therefore the information required for Neighbourhood Plan purposes is some way off, despite the information being promised to the Town Council before the end of last year and in the meantime.

Cllr Norris added he has tried to, through the relevant District Council Officer, impress on the District Council's Executive how important availability of the relevant information is to allow completion of Neighbourhood Plans.

Cllr Stansfield referred Councillors to a recent press report, in the East Anglian Daily Times, of the outcome of a Planning Appeal case relating to a proposed residential development in the Suffolk Coastal District Council, in which the Planning Inspector had lambasted that District Council for failing to maintain relevant policies, which is a position identical to that of Mid Suffolk District Council. In Needham Market's case, the circumstances in which the Hill House Lane Planning Appeal is taking place is impacted by the same dereliction by Mid Suffolk District Council to maintain its policies and there is grave concern the Planning Inspector's hands will be similarly tied when coming to a decision.

Cllr Stansfield vacated the Chair for the next item.

Council agreed Cllr Ward take the Chair.

C079/16 To agree a Mayor Elect for 2016/17.

Cllr D Spurling proposed Cllr Stansfield be confirmed as Mayor Elect for 2016/17. Cllr R Campbell seconded the proposal. Council unanimously agreed the proposal.

Cllr Stansfield resumed as Chairman.

C080/16 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 06.04.16 and 20.04.16:

C060/16 – Write to the Suffolk PCC – (Outstanding)

C062/16/6a – Streetlight repositioned – response received from Suffolk County Council

C062/16/2a – Car advertising business in High Street – response received from Safer Neighbourhood Team

Cllr Ward reported seeing the vehicle in its usual position in the High Street and being used for advertising on Tuesday 3rd May.

C067/16 – Awaiting a response from Dogs Trust (see chipmydog.org.uk for events already organised)

2. Issues:

- Needham Market Institute – update

The Clerk referred to a recent telephone conversation he had held with a Trustee of Needham Market Institute during which progress on a number of issues was discussed. As the Trustee was present, Cllr Stansfield suggested, if the Trustee was willing, he could deliver the update first hand.

The Trustee agreed and updated Council on progress made regarding preparatory activity being undertaken prior to the sale of the Institute premises and disposal of items remaining in the premises.

- Eric Cross farewell – to be held at Needham Market Community Centre on Thursday 12th May at 7:30pm
- Plaques unveiling at Needham Maltings – this will take place on Monday 16th May at 6:30pm and will also be the launch of the town's new Trail leaflet
- Replacement of the Council Office IT Equipment – delivery and set-up took place successfully on Thursday 21st April with overall cost falling some way below the original estimate
- Review of Council's Insurances – WPS (Agents for Aviva) rep visited the Town Council Office on Tuesday 26th April and revised cover documents and quotation is awaited (including a further 3-year period discount)

3. Correspondence to be noted:

- Letter received 4th May from Needham Market Community Centre thanking the Town Council for its grant of financial assistance towards the cost of the community minibus driver's wages

C081/16 SECTIONS.

C081/16/1 Finance/General Purposes

C081/16/1a Accounts for Payment and Confirmation.

Cllr Ward presented the accounts for payment, which were tabled and a copy of which will be appended to the Minute Book.

Cllr Ward proposed the accounts for payment be adopted. Cllr D Campbell seconded the proposal. Council agreed the proposal.

C081/16/1b To receive a report from the Section Leader

There was no report.

C081/16/2 Recreation & Sport

C081/16/2a To receive a report from the Section Leader.

Cllr Phillips had nothing to report.

C081/16/3 Town Property and Services

C081/16/3a To receive a report from the Section Leader

Cllr Oakes had nothing to report.

C081/16/4 Newsletter and Communications

C081/16/4a To receive a report from the Section Leader

On behalf of Cllr Lea, the Clerk asked if any Councillor could take over delivery of the Newsletter to the Lion Barn Industrial Estate for a three-month period over the summer whilst the usual deliverer is away. Cllr M Spurling volunteered to do so.

C081/16/5 Planning.

Cllr Stansfield presented a verbal report, there having been insufficient business received to call a Section meeting, since the previous Town Council meeting.

C081/16/5a To receive Planning Decisions.

Cllr Stansfield reported no planning decisions had been received.

Having declared an interest in the next item Cllr R Campbell temporarily left the meeting.

C081/16/5b To consider Planning Applications

Cllr Stansfield reported the following planning application had been received:

1543/16 – Hill House, Hill House Lane - Erection of a 3 bay cart lodge with garden room.

Cllr Stansfield described the proposal making particular reference to its heritage dimension.

Cllr Stansfield proposed Council recommend approval of the application with comment the Planning Authority's Heritage Officer must be involved in the application's assessment and determination. Cllr Darnell seconded the proposal. Council agreed the proposal.

Cllr R Campbell returned to the meeting.

C081/16/5c To receive a report from the Section Leader.

Cllr Stansfield had nothing further to report.

Cllr Stansfield reported the Planning Section will next meet on Monday 16th May in the Town Council Office at 7.00pm.

C081/16/6 Highways, Lighting and Footpaths

C081/16/6a To receive a report from the Section Leader

Cllr Norris presented his report, which was tabled and a copy of which will be appended to the Minute Book. The report focussed on the consideration of areas within the town where additional parking facilities would be beneficial.

Cllr Norris had contacted Suffolk County Council Highways for advice concerning four areas where additional parking would be beneficial and, is awaiting a response.

Cllr Norris had also liaised with Mid Suffolk District Council and they have advised two areas identified where additional parking would be beneficial have restrictions due to; in one case, the area is subject to proposed development where planning permission has been granted and, in the other the land involved is designated public open space and this would involve legal issues.

C082/16 Questions under Standing Order 40.

There were no questions.

The Meeting closed at 8:05 p.m.

Chairman **Date**