

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 21st September 2016 at 7:30pm.

Present: Cllr X Stansfield (In the Chair), Councillors, BE Annis, R Campbell, JE Lea, I Mason, A Morris, MG Norris, S Phillips, M Spurling and AL Ward.

Apologies for Absence:

Cllr D Campbell – Family Commitment
Cllr TS Carter – Family Commitment
Cllr RP Darnell - Holiday
Cllr KMN Oakes – Holiday
Cllr D Spurling - Unwell

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

Cllr Stansfield referred to former Needham Market Town Mayor and former Town Councillor David Cousins, who sadly passed away on Sunday 18th September. The entire meeting stood silent for a minute to remember David.

Cllr Stansfield asked if Council would accept the addition of an agenda item 'To receive a report from the meeting of the Trustees of Needham Market Institute and Club, held 20th September 2016'. Council agreed.

C172/16 To confirm the Minutes of the Town Council Meeting held 7th September 2016.

The Minutes of the Town Council Meeting held Wednesday 7th September 2016 were accepted as a true and correct record and signed by the Chairman.

C173/16 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr BE Annis – Remembrance Service Refreshments and Council Office Hiring
Cllr MG Norris – Planning Matters

C174/16 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:

- Cabinet – Reports received were: Corporate Parenting Board Annual Report; Annual Safeguarding Report; Local Access Forum Report, 2016/17 Forecast Revenue and Capital Spending
- Devolution Update – Consultation has now closed with a summary of views sent to the Secretary of State for Communities and Local Government whose response will be published on the East Anglia Devolution website this month
- Needham Market Library Summer Reading Challenge – 75 successful children of which 50+ were present to receive their medals and certificates

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:

- Capital Investment Strategy – presentation received on the changes to Council funding and the need to consider a strategy
- Museum of East Anglian Life – Scrutiny Committee has looked into the economic, social and environmental impact of the Museum

- Shared Legal Services – Mid Suffolk District Council is combining with Babergh, Forest Heath and St Edmundsbury Councils to operate a shared service based at Bury St Edmunds and Mildenhall

The members of public present had no questions.

C175/16 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor reported attending:

Sunday 18th September – Mayor of Stowmarket Civic Service

The Deputy Mayor had nothing to report.

C176/16 To receive a report from the Needham Market Neighbourhood Plan Working Group.

Cllr Norris presented his report, which was tabled and a copy of which will be appended to the Minute Book. The report included a copy of a response from a Mid Suffolk District Councillor in relation to the dialogue the Town Council has been requesting since May this year regarding the Needham Market Neighbourhood Plan. It still made no commitment to a date for a meeting to be held.

Cllr Phillips commented the response was a longwinded way of actually saying nothing. Cllr Norris said the reply at least acknowledged the need for a dialogue.

C177/16 To receive a report from the Suffolk Association of Local Councils Area Meeting held 15th September.

Cllr Lea presented her report, which was tabled and a copy of which will be appended to the Minute Book. The report referred to the presentation delivered by the Corporate Manager, Strategic Planning, Babergh and Mid Suffolk District Councils regarding the production of a new Local Plan covering both districts, a draft of which should be available in late 2017. He also confirmed whilst Babergh District Council has a five-year Housing Land Supply Policy, Mid Suffolk District Council does not. The meeting then moved onto issues raised which included reference to a survey which has been sent Town/Parish Councils by the Suffolk Association of Local Councils.

Council agreed that Cllr Lea should complete, on its behalf, the survey which has been sent to Town/Parish Councils by the Suffolk Association of Local Councils.

Cllr R Campbell said the delay in Mid Suffolk District Council producing its five-year Housing Land Supply Policy means it now has to add 20% to its figures and therefore produce a Policy which covers a six-year period.

Cllr Phillips suggested the draft Needham Market Neighbourhood Plan should be submitted formally to Mid Suffolk District Council. Cllr Lea said the Corporate Manager, Strategic Planning, Babergh and Mid Suffolk District Councils had expressed he is keen to support communities in producing Neighbourhood Plans. Cllr Phillips added the Town Council has already invested in getting the Needham Market Neighbourhood Plan to its current draft stage. Cllr Stansfield commented the Town Council is already on the case by seeking a dialogue with Mid Suffolk District Council regarding the hiatus position it finds itself in, unable to move its Neighbourhood Plan forward and, suggested the matter be discussed further on in the meeting under the Planning Section report agenda item.

Cllr Annis asked whether the ‘Snoasis’, Great Blakenham, development proposal had been raised at the meeting. Cllr Lea replied no, not formally.

C178/16 To consider a donation of up to £250 for the provision of light refreshments following the Needham Market Remembrance Service 2016.

Cllr Stansfield introduced the item which follows on from the approach taken in prior years.

Cllr Mason proposed a donation of up to £250 be provided for the provision of light refreshments following the Needham Market Remembrance Service 2016. Cllr Lea seconded the proposal. Council agreed the proposal.

Having declared an interest in the next item, Cllr Stansfield relinquished the Chair in favour of Cllr R Campbell.

C179/16 To consider future terms for the Town Council Office tenancy.

Cllr Annis, for clarity, said the arrangement by which the Town Council occupies an office within the Community Centre building is a hiring, not a tenancy.

Cllr R Campbell referred to the Finance and General Purposes Section report presented to Council's 7th September meeting, which outlined the approach that Section proposed be taken to the continued hiring arrangement. That is to continue with the current £4,000 p.a. hiring fee up until the end of the current financial year with discussion to take place early next calendar year with regard to the level of hiring fee beyond the end of the current financial year.

Cllr Mason proposed the way forward set out in the Finance and General Purposes Section report be endorsed. Cllr Ward seconded the proposal. Council agreed the proposal.

Cllr Stansfield resumed the Chair.

C180/16 To receive a report from the meeting of the Trustees of Needham Market Institute and Club, held 20th September 2016.

Cllr Phillips presented his report, which was tabled and a copy of which will be appended to the Minute Book. The report included an update on financial management actions which had taken place and also, the Trustees preferred option for disposing of the Institute building to realise the best possible return.

C181/16 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 07.09.16:

C170/16/5b – Definition of 'treatment package plant' verified.

2. Issues

- Presentation from Mid Suffolk District Council on the future options for its Needham Market Office site – postponed to Wednesday 5th October

The Clerk informed Councillors a Mid Suffolk District Council Full Council meeting to be held on Thursday 22nd September will receive a report (Ref: C/70/16) on 'Future Model for Public Access including Accommodation'. The report proposes Mid Suffolk District Council vacates its Needham Market office accommodation and relocates to Ipswich. The report includes an Appendix B entitled 'Socio and Economic Impact of Redevelopment of the MSDC HQ Site'.

- Gipsy Lane Rail Crossing Update

Cllr Lea commented the current practice of trains sounding a double horn warning when approaching the Gipsy Lane crossing reverberates loudly across the town.

- Impact of Implementation of Suffolk Local Policing Review – the Local Police Inspector is offering to meet with Councillors in October
- Local Council Precepts – Plans outlined by Central Government in its 2017/18 Local Government Finance Settlement: Technical Consultation Paper, published 15th September

3. *Correspondence to be noted:*

- Email dated 14th September from the Patient Experience Coordinator, Ipswich Hospital, asking for funding support for Ward signage

Council agreed its position has not changed since previously considering the request for funding support for signage, which is not to provide it.

- Letter dated 14th September from Needham Market & Barking Welfare Charities inviting Council representation at its Annual Public Meeting being held on Thursday 13th October at the Community Centre starting at 7:30pm

Cllr Stansfield agreed to represent Council at the Charities Annual Public Meeting.

C182/16 SECTIONS.

C182/16/1 Finance/General Purposes

C182/16/1a Accounts for Payment and Confirmation.

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

Cllr Annis proposed the accounts for payment be adopted. Cllr Mason seconded the proposal. Council agreed the proposal.

C182/16/1b To receive a report from the Section Leader

Cllr Annis had nothing further to report.

C182/16/2 Recreation & Sport

C182/16/2a To receive a report from the Section Leader.

Cllr Phillips reported a Section meeting will be held on Wednesday 28th September at 7pm, in the Town Council Office.

C182/16/3 Town Property and Services

C182/16/3a To receive a report from the Section Leader

Deputy Section Leader Cllr Phillips reported a Section meeting had taken place on Tuesday 13th September, to solely discuss the approach to this and future years Christmas Tree purchase/lighting. The Section had selected its preferred option and the Section Leader is to engage with the Clerk regarding next steps.

C182/16/4 Newsletter and Communications

C182/16/4a To receive a report from the Section Leader

Cllr Lea reported meetings had taken place to progress the review and improvement of the Town Council's website and social media presence.

C182/16/5 Planning.

Cllr R Campbell presented Minutes from the Planning Section meeting held Monday 19th September, which were tabled and a copy of which will be appended to the Minute Book.

C182/16/5a To receive Planning Decisions.

Cllr R Campbell reported the following planning decision had been received:

3104/16 – Agricultural Building and Land, Hill House Lane - Outline application permission for the erection of 2 no. single storey dwelling houses following demolition of existing building. Alterations to vehicular access. Installation of package treatment plant.

Planning Permission has been granted.

C182/16/5b To consider Planning Applications

Cllr R Campbell reported the following planning applications had been received:

3729/16 – St. John the Baptist Church, High Street - Replacement of render with lead to the clerestory.

The Section noted that pre-application advice had been sought and recommended approval of the application.

Cllr R Campbell proposed Council recommend approval of the application. Cllr Phillips seconded the proposal. Council agreed the proposal.

2903/16 – Rampant Horse Inn, Coddendam Road - Erection of extensions to the rear elevation, to provide additional dining and café space. Alterations to and internal reconfiguration of existing rear projection.

The Section noted that this is an amended version of planning application 2902/16. The Section previously recommended the original and now superseded application, for approval. Concerns have since been raised by owners of adjoining residential property and as a result Councillors R Campbell and M Spurling visited the site. The red line plan as submitted includes extending the commercial building into the garden of the residential property No.1 Coddendam Road. Given the proposed use of this extension is as a commercial kitchen, there is likely to be noise created by an industrial extractor fan as well as cooking odour produced. There is also the possibility of overlooking as the proposed kitchen windows are facing the gardens of neighbouring properties resulting in a loss of amenity. For these reasons the Section recommended rejection of the application.

Cllr R Campbell proposed Council recommend refusal of the application. Cllr Ward seconded the proposal. Council agreed the proposal.

3506/16 – Barking Road, Needham Market - Outline planning permission with vehicular access (all other matters reserved) for the construction of 152 residential dwellings (including market and affordable homes) garages, parking, vehicular access with Barking Road, estate roads, public open spaces, play areas, landscaping and amenity green space with sustainable drainage systems, with associated infrastructure, including provision for additional car parking and improved vehicular access to Needham Market Country Practice,

Given the scale of this application, the considerable amount of documentation to consider together with the lack of response from Mid Suffolk District Council to the Town Council's request for clarification of Section 106/CIL contributions, during the hiatus period in its Neighbourhood Planning process, the Section suggested the seeking of a further extension to the consultation period.

Cllr Mason said he is aware part of the land subject to proposed development falls within Barking Parish and asked whether Barking Parish Council had expressed its view. The Clerk said he had spoken to the Clerk of Barking Parish Council and was told they are to object against the proposed development including on the grounds it creates a junction onto the B1078 Barking Road which would increase the risk of further accidents on that section of road. Barking Parish Council is also concerned about the clear lack of capacity at the Needham Market Doctor's Surgery to cope with increased patient numbers.

Cllr R Campbell proposed a further extension to the consultation period be requested from Mid Suffolk District Council. Cllr Lea seconded the proposal. Council agreed the proposal.

Proposal: Screening Opinion for the erection of manufacturing and distribution plant

Location: Land alongside Stowmarket Road, Badley

The Section considered the proposal in its current form and felt that it would be more appropriate to locate it on land already designated for industrial use. Concerns were raised regarding the potential for noise and light pollution together with traffic concerns as HGVs enter and leave the sloping site onto the B1113. Further concerns were raised regarding the potential for flooding and that it would be a further erosion of the green belt between Needham Market and Stowmarket. The Section recommended that Mid Suffolk District Council should be requested to provide validation for the reference (in an email dated 19th September) stating that Environmental Impact Assessments are not considered appropriate for industrial use developments under 5 hectares.

Cllr R Campbell proposed Mid Suffolk District Council be requested to provide validation for the reference (in an email dated 19th September) stating that Environmental Impact Assessments are not considered appropriate for industrial use developments under 5 hectares. Cllr Lea seconded the proposal. Council agreed the proposal.

The floor was opened for any other business.

The Section discussed the current situation with the Needham Market Neighbourhood Plan and recommended Mid Suffolk District Council's Corporate Manager for Strategic Planning is approached for help as offered at the recent Suffolk Association of Local Councils meeting. A Neighbourhood Plan should be progressed and submitted to MSDC for review since there are concerns that the current impasse will neither provide protection against inappropriate development or the full amount of CIL contributions available were a Neighbourhood Plan in place.

Cllr Stansfield said the reason the Needham Market Neighbourhood Plan cannot be progressed is it has to compliment an up-to-date Mid Suffolk District Council Local Plan and a district-wide Housing Land Supply Policy, neither of which currently exist. In those circumstances the Needham Market Neighbourhood Plan cannot be fit for purpose. Cllr R Campbell said his concerns are that the outcomes from consultations already carried out by the Town Council in preparing the draft Needham Market Neighbourhood Plan would become insignificant as time moves on plus he felt the Town Council could not be in a worse position than it is now. He endorsed the Section's view that the Town Council should engage with Mid Suffolk District Council to receive the help being offered. Cllr Phillips added there is no current movement on the Neighbourhood Plan and therefore no loss could result from submitting it to the District Council.

Cllr Norris commented the Town Council is already engaging with the Leader of Mid Suffolk District Council to try and achieve an understanding on the current position including the loss of Community Infrastructure Levy funds which results when there is no adopted Neighbourhood Plan in place. Cllr R Campbell said the Town Council has been waiting for over 4 months to achieve a meaningful dialogue with Mid Suffolk District Council and it would be foolish not to take their offer of help.

The Clerk referred Council to recent local press reports in which Mid Suffolk District Council heralded progress made with the Mendlesham Neighbourhood Plan. He urged Councillors to access the Mendlesham Neighbourhood Plan to see and understand that it bears no resemblance to the nature and depth of planning policies required of the Needham Market Neighbourhood Plan.

Cllr R Campbell proposed the adoption of the Section Meeting Minutes. Cllr M Spurling seconded the proposal. Council agreed the proposal.

C182/16/5c To receive a report from the Section Leader.

Cllr R Campbell reported the Planning Section will next meet on Monday 3rd October 2016 in the Town Council Office at 7.00pm. Unless Section Members are informed by email of a cancellation.

C182/16/6 Highways, Lighting and Footpaths

C182/16/6a 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 included:

- Notification of proposed road closure at Barretts Lane, 10th to 14th October
- Planned closures of the A14, Claydon to Copdock interchanges during October and November
- An update on the Public Right of Way Claim centred on the erection of a fence at a property on Barking Road
- Engagement with Suffolk County Council Highways regarding trying to reduce the incidence of vehicles exceeding the speed limit along the High Street.

Cllr Phillips asked whether the proposal to raise kerb heights on Barking Road to mitigate the risk of flooding of residential properties would achieve the desired result. Cllr Norris replied the main work involved is to improve the drainage system on the affected section of Barretts Lane with the kerb raising being only part of the solution.

Cllr Mason said he endorsed the seeking of speed limit signage which is triggered by vehicles as he has seen the positive results such signs have had in Barking Parish.

Cllr Lea said a large coach is consistently parked on Hurstlea Road causing a hazard to other road users.

C183/16 Questions under Standing Order 40.

Cllr Phillips asked if Councillors were aware of the condition of the road surface under the Coddendam Road railway bridge, which is severely breaking up as a result of the regular flooding which occurs there.

Cllr Norris asked if Councillors were aware he and his wife had undertaken the recent 'Historic Churches Bicycle Ride' raising £336 for charity in the process.

The Meeting closed at 9:05 p.m.

Chairman **Date**