

## **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 5<sup>th</sup> July 2017 at 7:30pm.

**Present:** Cllr X Stansfield (In the Chair), Councillors; D Campbell, TS Carter, JE Lea, I Mason, MG Norris, KMN Oakes, S Phillips, M Spurling and AL Ward.

### **Apologies for Absence:**

Cllr BE Annis – Holiday  
Cllr R Campbell – Work Commitment  
Cllr RP Darnell – Holiday  
Cllr A Morris – Work Commitment  
Cllr D Spurling – Church Meeting

**In Attendance:** County Councillor Anne Whybrow, District Councillor Wendy Marchant, one member of public and Town Clerk Kevin Hunter.

The Chairman advised Council that Mrs Pat Scott, a well-known and highly respected member of the local community, had sadly passed away that afternoon. A minute silence was observed by all present to remember Pat.

The Chairman requested an additional item (6a) be added to the agenda to receive a report from the Mid Suffolk District Council Town and Parish Liaison meeting held on 27<sup>th</sup> June. Council agreed.

### **C117/17 To confirm the Minutes of the Town Council Meeting held 21<sup>st</sup> June 2017.**

The Minutes of the Town Council Meeting held Wednesday 21<sup>st</sup> June 2017 were accepted as a true and correct record and signed by the Chairman.

### **C118/17 To receive Councillors' Declarations of Interest for Matters on the Agenda.**

Cllr KMN Oakes – Accounts for Payment (Community Centre)  
Cllr M Spurling – Accounts for Payment

### **C119/17 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.**

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

- Claimed Right of Way, Barking Road, Needham Market – confirmation an Order has been made to add both routes in question to the definitive map as public footpaths
- Matters raised by constituents – restrictions to prevent HGV's using the Chainhouse Estate as a cut through, Grinstead Hill/Ipswich Road junction where visibility is affected by signage and request for parking permits on Theobald Close
- Closure of Lion Lane 17<sup>th</sup>–19<sup>th</sup> July – to allow for CCTV investigation into drainage issues
- Superfast Broadband – 90% of Suffolk residents now have it

Cllr Mason referred to the signage on the south side of the town relating to Wattisham Airfield and how this had been re-sited in the past to aid traffic visibility. County Councillor Whybrow said she intended to have a look at the road signage in that area, take photographs and discuss what she finds with the County Highways service.

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:

- Parish Liaison Meeting 27<sup>th</sup> June – items presented included the introduction of the single telephone number for Mid Suffolk and Babergh District Councils
- New Local Plan – draft should be going to Full Council on 20<sup>th</sup> July
- Planning – latest position on the Barking Road housing development application and update on applications elsewhere in the Mid Suffolk District
- Boundary Review – presentation received by District Councillors
- Grenfell Tower Block Fire – Mid Suffolk has no accommodation taller than 3 storeys
- LED Lights – Mid Suffolk is replacing street light fittings with low energy, cost effective LED lights

The Member of Public present had no question to raise.

**C120/17 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.**

The Mayor reported attending:

Wednesday 28<sup>th</sup> June – Talking Newsletter AGM, Stowmarket

The Deputy Mayor had nothing to report.

**C121/17 To receive a report from the Needham Market Neighbourhood Plan Working Group.**

Cllr Norris reported he and Councillors Annis, Lea and Stansfield will be attending a Mid Suffolk District Council briefing on the Mid Suffolk/Babergh Joint Local Plan on 20<sup>th</sup> July.

**C122/17 To receive a report from the Mid Suffolk District Council Town and Parish Liaison meeting held on 27<sup>th</sup> June.**

Cllr Lea presented her report which was tabled and a copy of which will be appended to the Minute Book.

The Mid Suffolk Suffolk District Council Chief Executive spoke to the meeting about the changes being made to its public access model including the introduction of a single telephone number for both Mid Suffolk and Babergh Councils. He also spoke about the way the District Councils staff would work following the Councils relocation to Endeavour House, Ipswich under the banner “work is something they do and not somewhere to go”. Another of Mid Suffolk’s management team then provided an update on planning matters.

Cllr Phillips said enquiries made regarding where the ‘touch-down’ points, included in the District Council’s new public access model, are to be located have not been answered indicating they do not know themselves. He added he (resulting from his previous role as a tenant representative on the District Council’s Housing Board) has also received numerous telephone calls from people desperate to talk to Mid Suffolk District Council staff regarding housing issues, when they have not been able to get through via the new single telephone contact number.

The Clerk reported telephone calls coming in to the Town Council Office, when callers wished to speak to Mid Suffolk District Council, have increased exponentially. He added he hoped the District Council is monitoring the position having implemented the new single contact number and would take steps to rectify what is clearly, at this point, a system which is not fit for purpose.

District Councillor Marchant reported also receiving telephone calls from people unable to get through on the new single contact number.

Cllr D Campbell asked whether any reference had been made to future provision of healthcare facilities when the District Council representative had spoken about new housing. Cllr Lea said all the community representatives present shared the same concerns regarding infrastructure issues relating to new housing but Mid Suffolk District Council’s lack of a Local Plan means there is no current direction on such fundamentally important matters.

## **C123/17 Clerk's Report and Correspondence to be noted.**

### *1. Actions from Town Council Meeting 21.06.17:*

**C114/17** – Comment/Questions regarding planning pre-application charges sent to MSDC 4<sup>th</sup> July

### *2. Issues:*

- New Public Toilets – quotation received from a Planning Agent for undertaking the planning application process.

Cllr Stansfield proposed the Clerk be authorised to accept the quotation received from the Planning Agent (Fee Cost £780). Cllr Ward seconded the proposal. Council unanimously agreed the proposal.

- Budget for upkeep of the Town Burial Ground – Parish Church of St John the Baptist accounts to 31<sup>st</sup> December 2016 received.
- SnOasis Parish Alliance – Comments and queries across the scope of the application (4494/16) for Reserved Matters, submitted to MSDC by the SPA on 26<sup>th</sup> June. The comments and queries were further submitted by the members of the SPA individually (Needham Market on 29<sup>th</sup> June).

Cllr Lea said she is satisfied the decision to join the SPA is ensuring Needham Market's interests, as far as the SnOasis proposal is concerned, are being pursued. Cllr Phillips agreed adding the objectives of the SPA are to protect local communities, as far as possible, from any negative impact which may result from the SnOasis proposal.

- Pond area at rear of Barking Road/Chainhouse Road (Marriotts) – information received from a resident regarding a possible development proposal.

Cllr Mason asked if the pond area is designated as a nature reserve. Councillors replied with various comments regarding the history of the site. Cllr Mason said he would investigate the situation.

### *3. Correspondence to be noted:*

- Letter received from a resident on 26<sup>th</sup> June regarding the Town Council's 21<sup>st</sup> June meeting and referring to the attendance of the Mid Suffolk District Council Chief Executive

In relation to the letter and referring to Mid Suffolk District Council's decision to relocate its office headquarters from Needham Market to Ipswich, Cllr Spurling suggested businesses in Needham Market, particularly those in the High Street, could lose around a total of £250,000 of revenue annually as a result of that decision.

The Clerk advised the report (C/70/16) considered by Mid Suffolk District Council at its meeting held on 22<sup>nd</sup> September 2016, which resulted in the District Council's

decision to relocate its headquarters to Ipswich, contained an Appendix B, which reported on the Socio and Economic Impact on Needham Market that would result from the District Council vacating its existing headquarters building. Appendix B summarised an overview of the social and economic impact of redevelopment of the District Council's current site. The summary was a 'desktop' exercise which based theoretical outcomes on notional figures gathered from national statistics and surveys. There was no information sourced from local consultation or surveys.

Cllr Phillips proposed an alternative assessment of the impact of Mid Suffolk District Council's decision to move out of its Needham Market headquarters should be considered by Council's Needham Market Neighbourhood Plan Working Group. Cllr Mason seconded the proposal. Council agreed the proposal.

- Email dated 26<sup>th</sup> June from Network Assurance Manager (Highways), Suffolk County Council stating, from 1<sup>st</sup> July, the County Council will no longer email copies of legal orders for road restrictions to Town/Parish Councils. Information is instead, to be sourced from a national web portal

Cllr D Campbell referred to an email received from Cllr Norris regarding the movement of heavy vehicles through the town, which is currently taking place at night, when the A14 is shut for repairs. The email had indicated there would be a different approach depending on whether the A14 road repairs required the closure of the Eastbound or, Westbound carriageway. That does not appear to be the case. He added he cannot understand, in view of the devastating effect the rerouting of heavy vehicles through Needham Market High Street has, why the A14 road repairs cannot take place using contraflow to keep the heavy traffic on the trunk road.

Cllr Norris said, in a response to a previous enquiry, he has been told the setting up of contraflow is too costly and therefore not used in the circumstances which currently prevail. He agreed to pursue the matter further with the appropriate authority/agency.

- Email dated June 28<sup>th</sup> from a resident expressing concerns regarding housing developments in Needham Market
- Email dated 29<sup>th</sup> June from a resident regarding the creation of a skate park for youngsters in the town

Council agreed the matter should be referred to its Recreation and Sports Section.

## **C124/17 SECTIONS.**

### **C124/17/1 Finance/General Purposes**

#### **C124/17/1a Accounts for Payment and Confirmation.**

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

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

**C124/17/1b To receive a report from the Section Leader.**

There was no further report.

**C124/17/2 Recreation & Sport**

**C124/17/2a To receive a report from the Section Leader.**

Cllr Phillips reported:

- A replacement roof, with improved safety design, has been installed on the youth shelter at Crowley Park
- He is to meet at Crowley Park next week with a supplier of outdoor gym equipment and the Clerk is to discuss grant funding potential with Mid Suffolk District Council

Cllr Mason asked for an update on the repair/replacement of the window shutters at Crowley Park pavilion. Cllr Phillips said Cllr Annis is seeking a quotation from the original supplier of the shutters for their repair/ongoing maintenance.

**C124/17/3 Town Property and Services**

**C124/17/3a To receive a report from the Section Leader**

Cllr Oakes had nothing to report.

**C124/17/4 Newsletter and Communications**

**C124/17/4a To receive a report from the Section Leader**

Cllr M Spurling reported he and Cllr Carter are continuing to work together on the setting up of a new Town Council website.

Cllr M Spurling confirmed a Section meeting will be held on Wednesday 12<sup>th</sup> July at 7pm in the Town Council office.

**C124/17/5 Planning.**

Cllr M Spurling reported no Planning Section Meeting had taken place on Monday 3<sup>rd</sup> July due to insufficient business.

**C124/17/5a To receive Planning Decisions.**

Cllr M Spurling reported the following planning decisions had been received:

**1629/17 – 5 Crowley Road - Erection of 2 storey side extension**

Planning Consent has been Granted.

**1824/17 - Hill House, Hill House Lane - Application for Consent to Carry Out Works to Tree(s) protected by a Tree Preservation Order**

Planning Consent has been Granted.

**C124/17/5b To consider Planning Applications**

Cllr M Spurling reported the following planning application had been received:

**1582/17 – Land to North East of Mill Lane, Creting St Peter – Outline Planning Application with all matters reserved except access for up to 13ha of business and industrial development (use Class B1a, B1b, B1c, B2 and B8), up to 540sqm floor area of Class A4, up to 425sqm floor area of Class A3/A5 and associated infrastructure & works, total proposed area 14.97ha.**

Cllr M Spurling described the detail of the application.

**C124/17/5c To receive a report from the Section Leader.**

Cllr M Spurling reported notice of a site inspection had been received from Mid Suffolk District Council, regarding planning application 3506/16 (proposed housing development off Barking Road).

