

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 20th June 2018 at 7:30pm.

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

Apologies for Absence:

Cllr D Campbell – Holiday
Cllr RP Darnell – Holiday
Cllr A Morris – Work Commitment

County Councillor Anne Whybrow

In Attendance: District Councillor Wendy Marchant, one member of public and the Town Clerk.

C110/18 To confirm the Minutes of the Town Council Meeting held 6th June 2018.

The Minutes of the Town Council Meeting held Wednesday 6th June 2018 were accepted as a true and correct record and signed by the Chairman.

C111/18 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr S Phillips – Accounts for Payment (Expenses)

C112/18 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.

County Councillor Whybrow was unable to attend.

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:

MID SUFFOLK REDUCING MONEY PROPOSED FOR NEEDHAM MARKET. Mid Suffolk's Cabinet on Monday 4th June voted against a proposal for money to go to Needham Market. The original officer recommendation was £250,000 to be made available in a grant scheme for shop improvements in Eye, Needham Market and Stowmarket. £100,000 to be made available in a grant scheme for works to improve the experience in Eye, Needham Market and Stowmarket for mobility impaired users" The amendment, which was passed, was for the £350,000 to be available across the District.

STAFF TURNOVER DOUBLES AFTER COUNCILS MOVE TO NEW PREMISES. Mid Suffolk's Scrutiny Committee have been investigating the number of staff who have left the council since it moved from the council offices in Needham Market to relocate in Ipswich. The figures are very disturbing.

PRIZE GIVING AT BOSMERE PRIMARY SCHOOL. Mike and Wendy presented the prizes at Bosmere School for the OVO Ladies Cycling Race colouring in competition.

NEEDHAM MARKET LIBRARY AND INTERNET/COMMUNITY CAFÉ. Mike and Wendy attended the meeting with Town Council representatives and Mid Suffolk Officers on Wednesday 5th June about proposals and suggestions for the redevelopment of the library and internet/community café.

VISIT TO LONDON TO SEE DISABILITY MINISTER NUSRAT GHANI. Case put forward, on Wednesday 20th June, for the Access for All grant for improved access at Needham Market Railway Station.

Cllr Lea asked how the figures for footfall at Needham Market railway station are measured. District Councillor Marchant confirmed footfall is measured on train tickets purchased, which cannot be fully accurate due to the occasions on which the train conductor does not dispense tickets on the train.

Cllr Stansfield, referring to the recent fatality at Needham Market Railway Station, said he understands it was an elderly gentleman with limited mobility who was struck by a train and, if that is the case, it may add weight to the call for improved accessibility at the station.

The member of public had no question to raise.

C113/18 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor had nothing to report.

The Deputy Mayor reported attending:

Sunday 10th June – Stowmarket Civic Service

Saturday 16th June – Gipping Valley Guides 30th Birthday Celebration, Ringshall

C114/18 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 confirmed arrangements have been made for AECOM (Master-planning Consultants) to present the Neighbourhood Plan Feasibility Study Report to the Town Council and representatives from Mid Suffolk District Council and Barking Parish Council on Friday 13th July.

C115/18 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 06.06.18:

C107/18 – Invitation to PC Karen Murton to attend a future Town Council meeting sent 14th June

2. Issues:

- Co-option to Fill Town Councillor Vacancy – expressions of interest now being invited for consideration at the Town Council's 1st August meeting
- Re-siting of Hurstlea Road Car Park Recycling Facility – Response received from Mid Suffolk District Council

3. Correspondence to be noted:

- Email dated 7th June from the Chief Executive of Suffolk Libraries regarding refocussing of the library service which currently includes a consultation period with staff
- Email dated 8th June from Mid Suffolk District Council inviting representatives from Town/Parish Councils to the next round of liaison meetings – the Mid Suffolk meeting is Thursday 12th July, 10am to 12:15pm at Walsham Le Willows Sports Club
- Email dated 15th June from the Manager, Barking Hall Nursing Home inviting Town Councillors to their Summer Fete being held on Saturday 21st July at 2pm

C116/18 SECTIONS.

C116/18/1 Finance/General Purposes

C116/18/1a Accounts for Payment and Confirmation.

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

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

C116/18/1b Accounts for Year Ending 31st March 2018

Cllr Lea referred to the Town Council's Accounts for the Year Ending 31st March 2018, which were tabled and a copy of which will be appended to the Minute Book.

Cllr Lea proposed Council adopt the Accounts. Cllr Oakes seconded the proposal. Council agreed the proposal.

C116/18/1c Confirmation and signing of the Annual Governance Statement (Section 1) 2017/18

Cllr Lea referred to the Annual Governance Statement 2017/18, which was tabled and a copy of which will be appended to the Minute Book.

Cllr Lea asked Councillors to consider the appropriate questions included in the statement. In each case Councillors agreed the Council's finances and general administration had been carried out in accordance with its liabilities and obligations.

Cllr Lea proposed Council adopt the completed Annual Governance Statement. Cllr Phillips seconded the proposal. Council agreed the proposal.

C116/18/1d Confirmation and signing of the Annual Accounting Statement (Section 2) for Year Ending 31st March 2018

Cllr Lea referred to the Annual Accounting Statement 2017/18, which was tabled and a copy of which will be appended to the Minute Book.

Cllr Lea proposed Council adopt the completed Annual Accounting Statement. Cllr Phillips seconded the proposal. Council agreed the proposal.

C116/18/1e To receive a report from the Section Leader.

There was no report.

C116/18/2 Recreation & Sport

C116/18/2a To receive a report from the Section Leader.

There was no report.

C116/18/3 Town Property and Services

C116/18/3a To receive a report from the Section Leader

Cllr Oakes presented Notes from the Section meeting held on Tuesday 19th June, which were tabled and a copy of which will be appended to the Minute Book. The meeting resolved Cllr Oakes to continue as Section Leader with Cllr Phillips to remain Deputy Section Leader.

The meeting had received an update on the purchase of additional Christmas Tree lighting for the seasonal High Street display, completion of construction and proposed installation of the main edge of town 'Needham Market' signs, the review of public seating across the town and progress on Needham Market Football Club's request for edge of town signage for advertising its fixtures.

Cllr M Spurling proposed the Notes from the Section meeting be adopted. Cllr Lea seconded the proposal. Council agreed the proposal.

C116/18/4 Newsletter and Communications

C116/18/4a To receive a report from the Section Leader

Cllr M Spurling gave a verbal report from the Section meeting held on Monday 18th June. A hardcopy of the report will be appended to the Minute Book.

The meeting had endorsed Cllr Carter as the new Section Leader with Cllr Lea as Deputy Leader and discussed the approach to use of those Newsletter front covers which were not subject to the annual cycle of allocation.

Cllr Lea was thanked for her recent support in interceding when necessary to ensure the monthly Newsletter process was carried out to completion.

Cllr M Spurling proposed Council accept his report. Cllr Lea seconded the proposal. Council agreed the proposal.

C116/18/5 Planning.

Cllr Stansfield presented Notes from the Planning Section meeting held on Monday 18th June, which were tabled and a copy of which will be appended to the Minute Book.

C116/18/5a To receive Planning Decisions.

Cllr Stansfield reported the following planning decisions had been received:

DC/18/01423 – The Coach House, The Causeway – Listed Building Consent, Erection of steel supported decking area; conversion of window to door; creation of break-through in ground floor garages

Listed Building Consent has been granted.

DC/18/01856 – 13 Ipswich Road – Erection of single storey side extension and single storey garage

Planning Permission has been granted.

C116/18/5b To consider Planning Applications

Cllr Stansfield reported the following planning applications had been received:

DC/18/02675 - 19 Saxon Park, Barretts Lane - Installation of ramp

The Section recommended approval of the application which will provide disabled access to a mobile home.

Cllr Mason raised an issue regarding ownership of the application site. Cllr Annis referred to the application document and confirmed the position of the owner was stated in the document.

Cllr Stansfield proposed Council support approval of the application. Cllr Lea seconded the proposal. Council agreed the proposal. Cllr Mason abstained from the vote.

DC/18/02586 - 23 Fairfax Gardens - Severance of existing garden and erection of 2 No. dwellings and improvements to existing vehicular access

The Section recommended Council object to this application. The Section considered the proposal overdevelopment (Local Plan Policies SB2 and GP1). There was also concern regarding the proximity of the vehicular access/egress to an extremely hazardous road junction (Local Plan Policy SB2).

Cllr Stansfield proposed Council object to the application. Cllr Mason seconded the proposal. Council agreed the proposal.

C116/18/5c To receive a report from the Section Leader.

Cllr Stansfield reported the Section will next meet on Monday 2nd July in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

C116/18/6 Highways, Lighting and Footpaths

C116/18/6a 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. It included updates on:

- Flooding of Swan Yard – response awaited

- Emergency Entrance to Pinecroft Way – Mid Suffolk District Council notified of obstruction
- Overgrowing Hedges – problems at various locations being followed up
- Traffic Management Bulletins – no scheduled works indicated (current closure of Grinstead Hill isn't recorded on the TM System and will therefore be followed up)

C117/18 Questions under Standing Order 40.

Cllr Phillips asked Councillors if it is as evident to them as it is to he that, if you want repairs carried out to a road route, a cycle race will guarantee they take place.

The Meeting closed at 8:01pm.

Chairman **Date**