

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 November 2018 at 7:30pm.

Present: Cllr S Phillips (In the Chair), Councillors; N Andrews, BE Annis, D Campbell, JE Lea, MG Norris, P Potter, M Spurling, X Stansfield and AL Ward.

Apologies for Absence:

Cllr RP Darnell – Holiday
Cllr I Mason - Holiday
Cllr D Spurling – Unwell

In Attendance: Suffolk County Councillor Kay Oakes, District Councillor Wendy Marchant, eight members of public and the Town Clerk.

The Clerk informed Council a letter of resignation had been received from Cllr Carter dated 20th November.

C209/18 To confirm the Minutes of the Town Council Meeting held 7th November 2018.

The Minutes of the Town Council Meeting held Wednesday 7th November 2018 were accepted as a true and correct record and signed by the Chairman.

C210/18 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr N Andrews – Planning (DC/18/05080)
Cllr BE Annis – Accounts for Payment (Community Centre)
Cllr M Spurling - Accounts for Payment (Community Centre)
Cllr X Stansfield - Accounts for Payment/Planning (Community Centre/DC/18/05039)

C211/18 To receive a report from District Councillors and, to take questions from members of the public.

County Councillor Kay Oakes presented her report, which was tabled and a copy of which will be appended to the Minute Book. The report referred to:

- Carers celebrate top accolade with 'Outstanding' rating from the Care Quality Commission
- A call for family carers to share their views
- Provisional GCSE results show continued progress for Suffolk students
- Budget consultation launches as Suffolk County Council seeks to save £25 million in 2019/2020

County Councillor Oakes added that she will be pressing her County Councillor colleagues not to cut the financial support granted in the past to Citizen's Advice and, also, she has funds in her locality budget that can be applied for by groups/organisations undertaking small projects.

Cllr Lea said she appreciated any effort that could be made to try and preserve the operability of Citizen's Advice, which delivers a service critical to many people

Cllr Campbell said he found it ironic, when the message from Central Government is austerity is coming to an end, Suffolk County Council's message is it has to make savings of £25 million in the coming fiscal period.

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

HOUSING STRATEGY/COMMUNITY INVOLVEMENT There was a Workshop for Mid Suffolk District Councillors on this subject on Tuesday 6.11.18. Mid Suffolk has produced a DRAFT 'Joint Homelessness Reduction Strategy' for 2019 – 2024, which is suggesting using the private rented sector to try and provide more affordable houses. However, since the draft strategy was written the government has changed the rules by lifting the cap which local councils can borrow to build more

council houses, so this completely 'moves the goal posts' for the draft 'Joint Homelessness Reduction Strategy for 2019 - 2024'

UNIVERSAL CREDIT Wendy is going to put the following question to Mid Suffolk's Full Council: "How much has Mid Suffolk's rent arrears increased since the roll out of Universal Credit? And how many evictions have there been?"

Figures obtained by BBC Panorama have revealed that Flintshire, one of the first areas in the UK to roll out Universal Credit, council tenants on the combined benefit owed 6 times as much rent as those on the old system with evictions up 55% on the previous year. Across all areas where the new benefit has been rolled out, those on Universal Credit owed an average of £662.56, more than double the average of £262.50 owed by those on housing benefit. Richard Watts from the LGA warned that if councils faced sharp increases in rent arrears, the reduced income will hit the number of council homes being built across the country at a time when we desperately need more genuine affordable housing." (The Independent page 9, 13.11.18.)

EVENT TO COMMEMORATE THE END OF WORLD WAR 1. Friday 9.11.18. Needham Market Entertainment Company are to be complimented on the absolutely memorable evening they provided – it was very moving and extremely well done. We are very fortunate in Needham Market to have such a wonderful group.

REMEMBRANCE SUNDAY The service in Needham Market Community Centre was very well attended, and well organised by all of those involved; and afterwards the laying of the wreaths at the War Memorial at the church yard.

ACCESS FOR ALL NEEDHAM MARKET RAILWAY STATION We have a meeting about this in The Limes Hotel, Needham Market, Tuesday 20.11.18. This was in our last report to Needham Market Town Council, so I won't put more in this report.

LOCALITY AWARD If any local voluntary organisation would like to apply for a locality award, Mike or Wendy can send you an application form, which must be completed and returned to them well before the end of December.

A member of public said he welcomed the progress being made on the Needham Market Neighbourhood Plan in principle and appreciated its objective of trying to impose some local control over future development proposals but, he questioned why the recently published AECOM Feasibility Report had not included information on traffic using the High Street. Cllr Stansfield replied saying there had been a survey carried out on traffic movements in the High Street around two years ago that established 4,000 traffic movements per day. He explained one of the objectives of the Neighbourhood Plan would be to reduce traffic movements in the High Street by routing traffic from additional housing developments in the town onto a relief road as an alternative to routes that delivered traffic onto the High Street. He also confirmed AECOM, as they move towards a more detailed proposal for a relief road, will be investigating traffic movement in more detail.

A member of public asked why the proposed relief road was to the west of the town rather than the east, the latter of which could facilitate a link to the A14. Cllr Phillips said the question coincided with feedback received from the recent public consultation exercise and the relationship between the town and the A14, which has been the subject of consideration in the past, will be resurrected as the concept of a relief road is taken forward. Cllr Stansfield added that future housing development planning applications will be focused on current agricultural land to the west of the town and the route of the suggested relief road complimented that geographical emphasis.

A member of public said it appears housing developers now have licence to build on agricultural land. Cllr Phillips outlined the position created by Mid Suffolk District Council's lack of an up-to-date Local Plan and no 5-year Housing Land Supply and the absence of protection resulting from those failures which is affecting communities across the Mid Suffolk District.

A member of public referred to the indicative plan of the relief road route that appeared on the front cover of the Town Council's September edition monthly newsletter and suggested it had impacted detrimentally on owners of properties located at the top end of Barretts Lane. Cllr Phillips apologised if the plan had caused any misunderstanding.

C212/18 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor reported attending:

Friday 9th November – Escorted the Vice-Chairman of the Royal British Legion to the Needham Market Entertainment Company's 'Needham Market Remembers' event

Sunday 11th November – Needham Market Remembrance Service

Monday 12th November – 'Imaginations' children's writing group

The Deputy Mayor reported attending:

Friday 9th November – Needham Market Entertainment Company's 'Needham Market Remembers' event

Sunday 11th November – Needham Market Remembrance Service

C213/18 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 included:

AECOM Needham Market Neighbourhood Planning Masterplanning Feasibility Study, relating to the concept of a new southern town boundary which would include a through road from Barking Road to Stowmarket Road.

The Clerk has been in touch with the 'Garden Communities' department of the MHCLG (Ministry of Housing, Communities and Local Government) in connection with joining their programme. I have reproduced his email below:

'Further to a very helpful recent conversation I held with Peter Wilkes, Needham Market Town Council (Suffolk) wishes to register an interest in joining the Garden Communities Programme. The Town Council has, with support from Locality, engaged AECOM to carry out a feasibility study focused on extending our current town development boundary. The feasibility exercise is based on the creation of an arterial road and within that and the existing town boundary, development of 1,500+ dwellings following the principals and key qualities Garden Communities need to demonstrate.

Local Public consultation has endorsed the concept and a further package of Locality support has been secured to take work with AECOM forward.

The reason for, at this stage, wishing to register an interest and not a full bid, is our proposals aren't yet sufficiently developed to join the programme but we would like to stay in touch and come back to you when the time is right.'

The MHCLG's website gives the purpose of their role as being:

'The Ministry of Housing, Communities and Local Government's (formerly the Department for Communities and Local Government) job is to create great places to live and work, and to give more power to local people to shape what happens in their area.

MHCLG is a ministerial department, supported by 13 agencies and public bodies.

In the meantime, work will continue with AECOM in respect of the further detailed work required to move the project forward, following the Community Engagement Event on 5th/6th October at which around 2/3rds of the public attending who completed feedback forms were in favour of the concept.

Cllr Norris confirmed the Neighbourhood Plan Working Group will next meet on Tuesday 4th December at 9:30am in the Town Council Office.

C214/18 To consider co-option to Council's casual vacancy.

The Clerk referred Councillors to the two expressions of interest received in respect of the casual vacancy.

A ballot was held resulting in Mr C Campbell receiving the majority of votes cast and thereby is co-opted onto the Town Council.

C215/18 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 7.11.18

C202/18 – Letter to Institute Trustees 15th November

C204/18 – Nominated Trustee notified to NM&BWC 20th November

C206/18/5c – Extension of consultation period requested 14th November

C208/18 – Solicitor not yet contacted

2. Issues:

- Scout Hut Project – initial high-level plan indicates some tree clearance required before detailed plan can be finalised – meeting next week?
- Meeting with SCC, BMSDC and Bosmere Primary school – further meeting scheduled for Friday 30th November, 4:30pm at Bosmere Primary School
- Town Council meeting schedule 2019 - first meeting Wednesday 16th January, Annual Town Meeting Monday 29th April, Annual Town Council Meeting 15th May (Local Elections 2nd May, Early May Bank Holiday 6th May)

Councillors approved the above schedule.

- Town Council Office Christmas/New Year – Office closed Monday 24.12.18 and reopens Wednesday 2.1.19

Councillors approved the above closure period.

3. Correspondence to be noted:

- Letter dated 16th November from Suffolk Accident Rescue Service thanking the Town Council for the Mayor's Charity Fund donation of £50

C216/18 SECTIONS.

C216/18/1 Finance/General Purposes

C216/18/1a 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 Ward proposed the accounts for payment be adopted. Cllr Lea seconded the proposal. Council agreed the proposal.

C216/18/1b To receive a report from the Section Leader.

Cllr Annis referred Councillors to Council's 6-months accounts ending 30th September 2018, a copy of which was distributed to each Councillor and confirmed the adoption of those accounts will be an item on Council's 5th December meeting agenda.

Cllr Annis confirmed a meeting of the Finance & General Purposes Section is to take place on Tuesday 27th November at 10am in the Town Council Office.

C216/18/2 Recreation & Sport

C216/18/2a To receive a report from the Section Leader.

Cllr Phillips referred Councillors to papers circulated that set out a proposal for the relocation and addition to existing recreational facilities on Crowley Park, along with a detailed schedule of associated costs. He added he would appreciate Councillors comment on the proposal prior to the next meeting of the Recreation & Sport Section, the date of which he will confirm shortly.

C216/18/3 Town Property and Services

C216/18/3a To receive a report from the Section Leader

Cllr Lea reported the High Street Christmas trees will be installed on Sunday 25th November starting at 8pm and support from Councillors would be welcomed.

Cllr Campbell referred to the damage caused to the Town Council's bus shelter, located opposite The Swan public House, as a result of a road traffic incident on Wednesday 21st November. The Clerk confirmed the incident is the subject of a Police report and this is being followed up and will possibly be dealt with as an insurance claim.

C216/18/4 Newsletter and Communications

C216/18/4a To receive a report from the Section Leader

Cllr Lea confirmed a Section meeting will be held on Thursday 22nd November at 7:30 pm in the Town Council office, to which all Councillors are welcome to attend.

Cllr Lea asked Councillors for support in distributing the December edition of the Town Council Newsletter and added it should be the final time involvement of Councillors is needed as the exercise to recruit a replacement for the Newsletter Distributor job role is progressing.

C216/18/5 Planning.

Cllr Stansfield presented his report from the Planning Section Meeting held Monday 19th November, which was tabled and a copy of which will be appended to the Minute Book

C216/18/5a To receive Planning Decisions.

Cllr Stansfield reported the following Planning Decision Notice had been received:

Planning Application Ref. DC/18/06260: Proposal and Location: Written enquiry for the erection of a part single-storey and part two story building for A3 use (ground floor) and B1 offices first floor. Chesters Woodyard, Coddendam Road, Needham Market.

The Application has been withdrawn.

C216/18/5b To consider Planning Applications

Cllr Stansfield reported the following Planning Applications had been received:

DC/18/04811 – Site at Needham Market Middle School, School Street – Erection of 41 dwelling (Class C3) (following demolition of existing buildings). Conversion of Victorian building to library (Class D1) and associated works including parking, highways and landscaping

Cllr. Stansfield referred to the actions taken following the 'Brainstorming' extraordinary meeting of the Planning Section held on Monday 12th November, to which all Town Councillors were invited, concerning objections to the above planning application submitted by Mid Suffolk District Council for redevelopment of the former Middle School Site.

A request for an extension beyond the current date (27th November) for comments to be submitted to Mid Suffolk District Council in relation to the application had been sent and, a response received, granting an extension until the first week of January 2019.

The Section agreed the Town Council should host a Public meeting to highlight its concerns, also listen and note the many objections being voiced by residents in the area most affected by the redevelopment proposal. The Main Hall/Burton Room at the Community Centre has accordingly been booked for Saturday 8th December, from 10am to midday.

The Section also recommended Council should engage a Town Planning Consultant to write a professional report regarding all relevant aspects of the planning application. This has been prompted and Councillors are awaiting a meeting with the consultant.

Relevant copy has been produced and photographs taken for the front cover and inclusion in the 'Planning Matters' section of the Town Council's December edition Newsletter to advertise the Public Meeting and inform the local community of the Town Council's concerns and position it is taking. The Planning Section thanked the Town Clerk for the work undertaken on producing material for the December newsletter.

DC/18/05053 – Land West of Needham Market – Screening Opinion, approximately 290 dwellings, associated infrastructure, vehicular access, estate roads, public open space, drainage, utilities, parking, garaging and landscaping.

Cllr Stansfield confirmed the application for a screening opinion is not subject to consultation.

DC/18/05039 – Needham Market Community Centre, School Street - Refurbishment of existing sports areas to provide two fenced and floodlit netball/tennis courts and creation of additional car parking spaces (re-submission of DC/18/02920)

Cllr Stansfield explained Mid Suffolk District Council had made an error in the determination of the original planning application (DC/18/02920) that had resulted in the need for the Town Council to submit a new application to allow the error to be corrected.

DC/18/05080 – Cedar Walk, High Street - Notification of works to trees protected by Tree Preservation Order MS289

Cllr Stansfield proposed Council support approval of the application on condition Mid Suffolk District Council's Tree Officer agrees with the works proposed. Cllr Ward seconded the proposal. Council agreed the proposal

C216/18/5c To receive a report from the Section Leader.

Cllr Stansfield reported the Planning Section will next meet on Monday 3rd December in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

C216/18/6 Highways, Lighting and Footpaths

C216/18/6a To receive a report from the Section Leader

Cllr Norris confirmed a revised date for the next Section meeting which is now Monday 26th November at 10am in the Town Council Office.

C217/18 Questions under Standing Order 40.

There were no questions.

The Meeting closed at 8:50pm.

Chairman Date