



Needham Market Town Council
Community & Assets Committee
Minutes – 19th October 2022

Present: Cllr A Reardon, Chairperson; Cllrs Farrow, Lawrence, Lea, Norris, O'Shea, J Reardon and Stansfield.

The Town Clerk was in attendance. 8 members of public were in attendance.

CA053/22 Chairperson's Welcome and Apologies for Absence.

Apologies: Cllrs Annis, Darnell and Ost.

CA054/22 To receive and confirm the Minutes of the Community & Assets Committee held 17th August 2022.

Cllr Lea proposed the Minutes of the Community & Assets Committee held 17th August 2022, be adopted. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

The Chairperson welcomed Cllrs Farrow and Lawrence to the Council they having been co-opted at the 28th September full Town Council meeting. Both read out their Declaration of Office which they signed. The Clerk, as Proper Officer, countersigned the declarations.

The Chairperson informed the meeting of the Council's Standing Orders, as they relate to the presence of members of the public and their right to ask questions.

The members of public were either members of the Skatepark Committee or its supporters. All parties were aware Sport England had withdrawn its offer of grant funding which effectively meant taking forward a proposal to locate a Skatepark on Crowley Park is no longer feasible. The Skatepark Committee members confirmed they did not have the finance in place and they were no longer seeking further financial support and described it as now irrelevant.

CA055/22 To receive Councillors Declarations of Interest for items on the agenda.

Cllrs Farrow and Stansfield declared an interest in agenda item 9 in respect of the hiring of the Community Centre.

CA056/22 To consider outstanding projects including those in course of delivery.

Cllr A Reardon provided updates on:

- Crowley Park Pavilion and Former Clubhouse Building Improvement Project – nearing completion. The Mix are set to take up their occupation on completion.
- Multi-Use Games Area – nearing completion.
- Younger Children’s Play Area – a meeting with a play equipment supplier has been held and a design specification is awaited.

It was noted public complaints have been raised regarding the current lack of younger children’s play facilities in the town and also, the general condition of the older children’s play area on Crowley park.

CA057/22 To consider new projects, their prioritisation and funding, including allocation of CIL funds.

Cllr A Reardon referred to:

- High Street Christmas Trees – they are to be prepared prior to being put in place on Sunday 27th November.
- St John the Baptist Church will have their usual large Christmas Tree located within the garden area at the front of the church.
- Christmas best decorated competitions – Cllr Lea agreed to lead the traditional process of judging and awarding.
- Hurstlea Road pond – Mid Suffolk District Council (owner of the pond area) has identified there is a problem with throughflow of water which results in the pond being stagnant. Town and District Councillor Mike Norris confirmed the District Council is to attend to the problem.
- Sound system for public events – suitable equipment is being looked into. Cllr Farrow agreed to investigate options.
- Older children’s Play Area, Crowley Park – the ground surface has deteriorated and requires replacement. The Clerk to look at options to bring the ground surface up to standard.
- Winter Warm Spaces – the Town Library is to provide a warm space and other potential opportunities were discussed. It was agreed the Town Council should support the Library by providing consumables.
- A suggestion had been made regarding renaming Barretts Lane Corner, in commemoration of Her Majesty Queen Elizabeth II. The Committee concluded it would not be appropriate. The Town Council do not own the land at Barretts Lane Corner.
- Cllr Lawrence suggested a plaque to commemorate the long reign of Her Majesty Queen Elizabeth II may be appropriate, comparable with the one commemorating the long reign of Queen Victoria, which is located on a wall at the Eastern end of the High Street. It was suggested that plaque requires refurbishment.

- Cllr J Reardon said he favoured a renaming of the former Needham Market Middle School Playing Field to commemorate Her Majesty Queen Elizabeth II, once the Town Council is in possession of a lease for that area of land. Cllr Stansfield added, perhaps the name King Charles III playing field should be considered.

CA058/22 To consider the Council's Communications functions including reviewing Councillor interaction with members of the public.

Cllr J Reardon reported progress is being made on the updating of the new website platform. Payment of a subscription will be required to provide for the full link to the Planning information to be displayed.

Time will be spent with the Town Clerk and the RFO to familiarise them with the new website.

CA059/22 To receive a report from Council's Civic Events Working Group

Cllr Lea referred to the notes from the 20th September meeting which agreed arrangements for the forthcoming Remembrance Service, which had been circulated to all Councillors. Councillors are encouraged to attend and, if needed, help with any pre-Service preparations.

Cllr Lea reminded Councillors her Mayor's Grand Quiz is to be held on Friday 21st October in the Community Centre.

Cllr A Reardon raised the King's Coronation which has been confirmed as taking place on Saturday 6th May 2023. Cllr Lea explained that date falls within the period when the Council will technically have no Members due to the local elections being held on 4th May 2023.

Cllr J Reardon suggested an indoor street party for young people as a Coronation event.

Cllr Lea proposed that a King's Coronation Event Working Group be established. Cllr O'Shea seconded the proposal. The Committee agreed the proposal (with Cllr Lea to lead).

Cllr Farrow suggested an evening Coronation event including live music.

Cllr Lea informed the Committee, the Needham Market Entertainment Company is holding a 'Music from the Musicals' evening at the Community Centre on the evening of Saturday 29th October, to which entry is free.

CA060/22 To consider Crime Prevention and Community Health and Wellbeing issues.

Cllr A Reardon referred to matters raised at a recent public meeting, hosted by the Police, during which issues were raised, including anti-social behaviour and drug use, taking place on Crowley Park. The Town Council will continue to liaise with the local Safer Neighbourhood Team. To help mitigate the problems, the Youth Shelter is to be relocated away from the bottom boundary of the park.

Cllr J Reardon reported, at the public meeting, the Police had provided information on the use of invisible security marker pens that allow for easy identification of items. That information will be posted on the Town Council's website and on social media,

CA061/22 To receive an update from the Council's Climate Emergency Sub-Committee.

Cllr A Reardon reported on the first meeting of the Climate Awareness Group (CAG) and the projects which have been raised for consideration, details of which have been circulated to Councillors.

Cllr A Reardon proposed the Committee commit £245 for the hire of Needham Market Community Centre for an Earth Day 2023 event. Cllr O'Shea seconded the proposal. The Committee agreed the proposal.

Cllr A Reardon proposed a request for a budget of £2,000, recommended by the CAG for supporting its activities, be referred to the next Governance & Finance Committee meeting. Cllr Lea seconded the proposal. The Committee agreed the proposal.

Cllr A Reardon proposed the Committee adopt the Communications Strategy for the CAG, a copy of which had been circulated to all Councillors. The strategy aims to support inclusivity by:

- a. A page in the newsletter (most months) updating residents re projects and offering ideas for simple activities at home etc.
- b. A dedicated page on the Town Council website with the declaration, notes re projects etc.
- c. Social Media platforms, starting with Facebook and Instagram, to run separate to the Town Council ones. Interaction to be enabled, e.g. to sign up for events, talks etc. Interaction to be enabled to generate discussion on CAG activities and topics only. Pages to be monitored and inappropriate subjects removed. *(The Stowmarket Eco-Futures Group have this, and it is overwhelmingly positive.)*

Cllr O'Shea seconded the proposal. The Committee agreed the proposal.

The Meeting closed at 8:28pm.

Signed..... Committee Chairperson

Date.....