



Needham Market Town Council Community & Assets Committee Minutes – 14th June 2023

Present: Cllr A Reardon, Chairperson; Cllrs Annis, Farrow, Goodchild, Lea, Mason, Norris, O'Shea, Ost, J Reardon and Stansfield. Cllr Phillips joined the meeting at 7:20pm

The Town Clerk was in attendance.

CA019/23 Chairperson's Welcome and Apologies for Absence.

Apologies: Cllr Lawrence.

CA020/23 To receive and confirm the Minutes of the Community & Assets Committee held 19th April 2023.

Cllr Annis proposed the Minutes of the Community & Assets Committee held 19th April 2023, be adopted. Cllr Mason seconded the proposal. The Committee agreed the proposal.

CA021/23 To witness new Councillors Declaration of Acceptance of Office.

Cllrs Farrow, Goodchild, O'Shea and Ost read out their Declarations of Acceptance of Office. They each signed their Declaration which were then countersigned by the Clerk, as Proper Officer.

Cllr A Reardon asked the Committee if they were agreeable to adding an item to the agenda in respect of the appointment of a Deputy Chairperson. The Committee agreed.

CA022/23 To consider the appointment of a Deputy Chairperson of the Committee.

Cllr A Reardon explained the need for the Committee to acknowledge the broad range of Council business it is responsible for. That business is essentially split between community-based activity and asset management. The Clerk has recommended this be reflected in the structure of the Committee by the appointment of a Deputy Chairperson. This will allow a degree of separation of leadership between those areas of the Committee's business which are either community based or asset management. It is intended that the Chairperson will retain overall leadership of what will remain a single Committee, with focus on the community-based activities of the Committee. The Deputy Chairperson will focus on asset management. Going forward, the focus of each of the

Chairperson and Deputy Chairperson roles will be interchangeable and managed by agreement between the two incumbents.

Cllr J Reardon proposed Cllr Phillips as Deputy Chairperson of the Committee. Cllr Lea seconded the proposal. The Committee agreed the proposal.

CA023/23 To receive Councillors Declarations of Interest for items on the agenda.

There were no declarations of interest.

CA024/23 To consider outstanding projects including those in course of delivery.

Cllr A Reardon reported on:

- A younger children's play area, located in School Street, has been reinstated
- A combination of works carried out by Mid Suffolk District Council and local volunteers has improved the Barretts Lane pond area. There are further works planned.

The Clerk reported on:

- The Scout Hut Replacement Project S.106 and CIL funding applications have been submitted to Mid Suffolk District Council
- Further funding is being sought towards the installation of a toilet within the Crowley Park Boxing Club premises
- The CIL funding application has been submitted to Mid Suffolk District Council in relation to the Crowley Park Younger Children's Play Area

CA025/23 To consider new projects, their prioritisation and funding, including allocation of CIL funds.

The Committee agreed a forward plan is required to identify and prioritise new projects. Cllr A Reardon, Cllr S Phillips and the Clerk were asked to develop a plan and report it to a future Community & Assets Committee meeting.

CA026/23 To consider the Council's Communications functions.

Cllr J Reardon reported there have been 2,800 engagements on the Town Council's Facebook page in the past 28 days.

Cllr J Reardon suggested the Town Council website would benefit from a virtual noticeboard which he would keep up-to-date with the assistance of Cllr A Reardon. The Committee agreed with the suggestion.

Cllr J Reardon reported he had enabled the Council's Responsible Finance Officer to access the Council's website to add financial documents.

Cllr Ost thanked Cllr J Reardon for setting up the planning information tracker system on Council's website.

CA027/23 To receive a report from Council's Civic Events Working Group

Cllr Lea referred to the forthcoming Annual Remembrance Service, preparations for which will commence with a meeting of relevant parties in July.

Cllr Mason reported the recent visitors to Needham Market from Needham Massachusetts had thoroughly enjoyed their time here.

CA028/23 To consider Crime Prevention and Community Health and Wellbeing issues.

Cllr A Reardon referred to the proposal received from the Police regarding the installation of CCTV in the High Street, which was not pursued, at the time. Cllr J Reardon reminded Councillors that a visit to the Bury St Edmunds CCTV control room was offered. It was agreed this should be included for consideration in the forward project plan.

Cllr A Reardon referred to signage which has been placed in the town advertising a new car wash business operating within the Kerridges garage site. Cllr Mason reported the Environment Agency is unconcerned, at this point, about the discharge of water from the car wash operation.

Cllr A Reardon referred to the 'Meadow Management' approach being taken by Mid Suffolk District Council across several areas of public realm in the town. There has been a mixed reaction by residents to the impact of the initiative. It was confirmed the District Council did not carry out consultation before launching the initiative. A standard response is to be worked up that will explain the objectives of the initiative.

Cllr Mason enquired as to the situation regarding the proposed Speed Indicator Devices for the town. Cllr Annis confirmed a date was awaited from Suffolk County Council for their installation.

CA029/23 To receive an update from the Council's Climate Awareness Group (CAG).

Cllr A Reardon reported on Minutes from the Group's 23rd May meeting which included a request to the Committee to approve an amendment to the Group's title, replacing Awareness with Action. The Committee agreed the request.

Cllr A Reardon gave details of the Group's intentions regarding use of part of the former Needham Market Middle School playing field as a Community Orchard.

CA030/23 Needham Market Flood Barrier Initiative – EA Feasibility Update

Cllr A Reardon referred to the update which had been sent to all Councillors.

Cllr Mason proposed, as a consequence of the update, no further action be taken. Cllr Phillips seconded the proposal. The Committee agreed the proposal.

Cllr Annis referred to the drain which carries surface water from the old mortuary site, Lion Lane, to the river. He is to investigate whether the drain operates effectively.

The Meeting closed at 7.57pm.

Signed..... Committee Chairperson

Date.....