

NEEDHAM MARKET TOWN COUNCIL

MINUTES of the meeting of NEEDHAM MARKET TOWN COUNCIL held in the Burton Room, Needham Market Community Centre, School Street, Needham Market, on Wednesday 16th September 2020 at 7:30pm.

Present: Cllr S Phillips (In the Chair), Councillors: BE Annis, JE Lea, MG Norris, M O'Shea, J Reardon and X Stansfield.

Apologies for Absence:

Cllr R Darnell - Holiday
Cllr I Mason – COVID-19 Precaution
Cllr M Ost - Holiday
Cllr P Wright - Family Commitment

In Attendance: Suffolk County Councillor Kay Oakes, Mid Suffolk District Councillors Mike Norris and Steve Phillips, five members of public and the Town Clerk.

C067/20 To confirm the Minutes of the Town Council Meeting held 19th August 2020.

The Minutes of the Town Council Meeting held Wednesday 19th August 2020 were, following a minor amendment, confirmed and signed by the Chairman.

C068/20 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr BE Annis – Accounts for Payment (Community Centre)
Cllr MG Norris – Planning Matters
Cllr X Stansfield - Accounts for Payment (Community Centre)

C069/20 To receive an update from the Chairman of the Needham Market Skate Park Committee and reports from the County Councillor, District Councillors and to take questions from members of the public

Mr Paul Staddon (PS), Chairman, Needham Market Skate Park Committee gave a presentation updating Council on recent progress made by the committee. This included references to securing funding and applications for further funding plus a diagrammatic layout plan of the proposed skate park, MUGA and new play area, the latest design drawing of the skate park and the issues attached to an application being made for Lottery Grant funding that requires support from the Town Council. Lottery Grant funding is dependent on year-round availability of use of the skate park facility which will involve the installation of lighting.

Cllr Lea asked for clarification of the terms under which the Lottery Grant was being applied for. PS stated it was necessary the Town Council, as the owner of Crowley Park, make the application although the Skate Park Committee will undertake all the preparatory stages of the application. PS also confirmed the design team the Skate Park Committee has engaged will be carrying out a lighting assessment.

Cllr Lea proposed the Town Council, in principle, provide the support requested by the Skate Park Committee. Cllr Norris seconded the proposal. On being put to the vote, the proposal was agreed unanimously by Councillors.

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

- Preparations are finalised for SCC funded school travel for the new school term
- New project website for Suffolk County Council's A140 improvement scheme
- Remembering VJ Day, 75 years on
- Suffolk celebrates 1,000 miles of newly surfaced roads
- Free cycling sessions for the people of Suffolk
- Suffolk and Norfolk businesses set for extra boost for apprentices

County Councillor Oakes reported the project that will resolve the poor condition of the roadside railings at Badley Bridge is being taken forward by County Council engineers and once the cost is available, she will allocate funds from her Locality Budget. Councillors expressed their thanks.

District Councillor Mike Norris presented the following District Councillors' report which was tabled, and a copy of which will be appended to the Minute Book:

BABERGH AND MID SUFFOLK RECEIVE GOVERNMENT FUNDING TO INSTALL SOLAR CARPORTS: Environmentally friendly initiatives across Babergh and Mid Suffolk, including electricity micro-generation and solar storage carports, received a major boost last month, with government matched funding of up to £800,000.

COUNCIL HOMES FOR EYE GET GO-AHEAD: The long-awaited redevelopment of a former care home in Eye took a major step forward last month, with planning permission granted for 16 'affordable homes' to be built on the site.

COUNCIL COMMITTEE GIVES GO-AHEAD FOR STOWUPLAND HOMES: MSDC recently approved outline planning permission for 80 houses in Stowupland, provided that the scheme delivers "affordable homes" for low income house-hunters, a pedestrian crossing at a traffic blackspot in the village, and brings an important local green space into community control.

2020 ANNUAL CANVASS TEXT MESSAGES: The Annual Canvass process is now well underway, with the initial letters going out earlier this month. To help streamline the process MSDC is encouraging an electronic process. Electoral services will be trialling the free gov.uk notify service - sending text message reminders to electors that have notified they are new to a property, but are still required to complete the registration process, to ensure that they are able to register to vote.

The Clerk asked whether Mid Suffolk District Council had yet taken any action regarding the appointment of COVID Secure Marshalls following the recent announcement from Central Government. District Councillor Norris agreed to make an enquiry and find out.

A member of public raised a point regarding the article in the September edition Needham Market Newsletter relating to the distribution of funds raised through the sale of The Needham Market Institute premises and also referred to a hedge overgrowing the pavement on Coddensham Road which is causing difficulties for people including those using mobility buggies.

A member of public made comment regarding the lack of Town Council action in providing amenities for young people and specifically the loss of the football area at the Community Centre to car parking.

C070/20 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor and Deputy Mayor had no activity to report.

C071/20 To receive a report from the Needham Market Neighbourhood Plan Steering Group.

Cllr O'Shea referred Councillors to the three documents they had all received from the Clerk which together make up the submission to Mid Suffolk District Council in accordance with Section 16 of the Neighbourhood Planning Act 2017.

Cllr O'Shea proposed Council agree the review of the three documents is concluded such that, at the next Town Council meeting (21st October) the documents can be adopted, for submission. Cllr Norris seconded the proposal. Council agreed the proposal.

C072/20 To consider expressions of interest from residents wishing to join the Council.

Cllr Phillips referred Councillors to the submission of interest received from Liz Rix.

Cllr Lea proposed the expression of interest received from Liz Rix be accepted. Cllr Stansfield seconded the proposal. Councillors unanimously agreed the proposal.

Cllr Phillips referred Councillors to the submission of interest received from Julie Kett.

Cllr Lea proposed the expression of interest received from Julie Kett be accepted. Cllr Stansfield seconded the proposal. Councillors unanimously agreed the proposal.

C073/20 To consider the latest Government announcements relating to COVID-19 and their impact on the local community.

The Clerk referred Councillors to the increased COVID-19 social restrictions announced by the Government and suggested to Councillors that whilst there is a relatively robust support framework in place to manage the impact of the increased restrictions, Councillors should, as far as possible, monitor the situation across the residential and business communities in the town and, raise an alert should any circumstances demand it.

Cllr Lea reported the situation at Needham Lake, where social distancing had been seen to be compromised during the summer period, now appeared to be settled down plus, she referred to the particular problems faced by parents with young children, resulting from the pandemic.

C074/20 To consider the requirement of s.85 Local Government Act 1972 (6-month Rule for Councillors attendance at Council Meetings).

The Clerk referred Councillors to the terms of s.85 Local Government Act 1972.

Councillors considered the protracted absence of Cllr Mason in the knowledge he remains subject to COVID-19 precautions.

Cllr Phillips proposed Council waive the terms of s.85 Local Government Act 1972, as they relate to Cllr Mason's absence until the next meeting of the Council (21st October) when the matter will, if necessary, be reconsidered. Cllr Lea seconded the proposal. Council agreed the proposal.

C075/20 To adopt the National Joint Council for Local Government Services agreed National Salary Award 2020/21.

Cllr Phillips proposed Council adopt the National Joint Council for Local Government Services agreed National Salary Award 2020/21. Cllr Annis seconded the proposal. Council agreed the proposal.

C076/20 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 19th August 2020

C066/20 – Email to Needham in Bloom 03.09.20

2. Issues:

- Review of the status of Council Sections – Finance & Governance due to consider initial ideas/options 10th November.
- Scout Hut Replacement Project – Plans received.

3. Correspondence to be noted:

- Letter received 29th August from Mid Suffolk Citizens Advice thanking the Town Council for granting £2,500 towards its operating costs.
- Email received 15th September from The Local Government Boundary Commission for England regarding a consultation on draft recommendations for division boundaries in Suffolk County Council (closes 23rd November).

C077/20 SECTIONS

C077/20/1 Finance and Governance

C077/20/1a 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 Phillips proposed adoption of the accounts. Cllr Lea seconded the proposal. Council agreed the proposal.

C077/20/1b To receive a report from the Section Leader

Cllr Annis reminded Councillors the Finance and Governance Section will meet on Tuesday 10th November with the meeting focussing on Council's budget preparation for 2021/22 plus the restructuring of the Council's governance arrangements.

C077/20/2 Recreation & Sport

C077/20/2a To receive a report from the Section Leader.

Cllr Phillips reported a quotation has been received for the carrying out of repairs to the surface at Crowley Park car park and another is being sought.

C077/20/3 Town Property and Services

C077/20/3a To receive a report from the Section Leader

Cllr Lea reported part of the public realm area at the Jubilee Crescent development has been encroached on due to adjacent land development and this will need to have an eye kept on.

Cllr Phillips reported a new Union Flag has been received which is of a size appropriate for use on the large flagpole within the Jubilee Crescent public realm area. A replacement for the Needham Market flag that recently disappeared from that flagpole is also to be obtained.

C077/20/4 Newsletter and Communications

C077/20/4a To receive a report from the Section Leader

There was no report.

C077/20/5 Planning

Cllr O'Shea reported planning business continues to be managed online with the participation of Section Members and, when appropriate, inclusive of all Councillors, to arrive at conclusions which the Clerk will submit to the Planning Authority consultations. When consultation deadlines allow, planning applications and Section recommendations will be reported to and considered by full Town Council meetings for resolution.

C077/20/5a Planning Decisions and other Notices received

Cllr O'Shea reported the following Decision Notices had been received:

DC/19/02363 - Land Hill House Lane - Discharge of conditions relating to; Level Access to all Buildings and Construction Management but subject to 9no specified details being provided prior to commencement of the development.

Discharge Granted

DC/20/03552 - 132-134 High Street - Notification of Works to Trees in a Conservation Area - 1no Sycamore - Fell (causing damage to wall) 1no Cherry - Fell (Dead) 1no Silver Birch - Fell (Causing damage to wall)

No Objection Raised

DC/20/03547 - Site At Needham Market Middle School, School Street - Non-Material Amendment to Planning Permission DC/18/04811 dated 10/12/2019 - Single storey extensions and external alterations to the proposed library building and minor adjustments to site layout.

Amendment Granted

C077/20/5b Planning Applications Received

Cllr O'Shea reported the following Planning Applications had been received:

DC/20/03639 - 13 Jackson Way - Erection of 2 storey side extension following removal of garage; insertion of door in new opening to front elevation.

Cllr O'Shea proposed Council object to the application on the grounds of loss of car parking amenity. Cllr Stansfield seconded the proposal. Council agreed the proposal.

DC/20/03497 - Unit 3 Plot 11, Lion Barn Industrial Estate, Maitland Road - Installation of 3no aluminium windows in new openings and external alterations to cladding windows and roof sheeting.

Cllr O'Shea proposed Council support approval of the application. Cllr Stansfield seconded the proposal. Council agreed the proposal.

C077/20/5c Planning Report

Cllr O'Shea reported an email had been received from the Planning Authority regarding the resolution of the colour of the front wall of 119 High Street indicating it is shortly to be repainted.

Cllr O'Shea referred to a complaint made by a local resident, to Mid Suffolk District Council, regarding the placement of Estate Agents boards other than on the property to which they relate. The Clerk reported he had reiterated the complaint to both Mid Suffolk District Council and Suffolk County Council, as there are many examples of the practice across the town and it constitutes flyposting.

Cllr O'Shea reported the Planning Section will continue to manage its consideration of planning matters, as it has done during the COVID-19 period, until further notice.

C077/20/6 Highways, Lighting and Footpaths

C077/20/6a To receive a report from the Section Leader

Cllr Norris referred Councillors to information circulated to them prior to the meeting relating to school entrance road markings and A14 road closure notices.

C078/20 Questions under Standing Order 40.

Cllr Annis asked if Councillors were aware of the background to recent works at the Community Centre that had led to the change of use of an outside all-weather surfaced sports area to become an extension to car parking provision. The Centre car park is frequently overloaded and the use of the Middle School car park, for overflow, was made unavailable some time ago following closure of the school. The situation had to be responded to and hence the adaption of part of the sports area to car parking space. The Community Centre continues to improve the remaining sports courts area. Councillors were invited to suggest any ideas that would continue that trend.

The Meeting closed at 8:47 pm.

Chairman Date