

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 19th April 2017 at 7:30pm.

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

Apologies for Absence:

Suffolk County Councillor Julia Truelove
District Councillor Wendy Marchant

In Attendance: Town Clerk Kevin Hunter.

Town Councillors expressed their sincere condolences for County Councillor Julia Truelove on her sad loss of her husband Tony.

Cllr Stansfield asked Council if it was prepared to receive an additional item on the agenda to allow for a report on the Needham Market Institute. Council agreed.

C058/17 To confirm the Minutes of the Town Council Meeting held 5th April 2017.

The Minutes of the Town Council Meeting held Wednesday 5th April 2017 were accepted as a true and correct record and signed by the Chairman.

C059/17 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr TS Carter – Accounts for Payment (Expenses)
Cllr MG Norris – Planning Matters
Cllr KMN Oakes – Accounts for Payment (Community Centre)
Cllr M Spurling – Accounts for Payment (Elton House)
Cllr X Stansfield – Accounts for Payment (Community Centre)

C060/17 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.

There was, understandably, no report.

District Councillor Mike Norris presented the District Councillors report, which was tabled and a copy of which will be appended to the Minute Book. It included reference to:

- Scrutiny – items to be discussed at its 19th April meeting
- Hurstlea Road Car Park – no response yet received to the question on the future of the car park following the proposed move by the District Council to Endeavour House, Ipswich
- Air Pollution in Needham Market High Street – the Environmental Officer has reported the level of air pollution is low
- Geoffrey Burton Charitable Trust – the District Council is not involved in the grants provided by the Trust
- Disabled Access for Needham Market Railway Station – it is hoped the possibility of disabled access can be looked into again

C061/17 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor reported attending:

Tuesday 11th April – meeting at AECOM (London Office) to discuss progression of the Needham Market Neighbourhood Plan

Thursday 13th April – Art Exhibition at the Community Centre

The Deputy Mayor had nothing to report.

C062/17 To receive a report from the Needham Market Neighbourhood Plan Working Group.

Cllr Norris presented Notes from the Working Group meeting held on 10th April, which were tabled and a copy of which will be appended to the Minute Book. The Clerk had provided a summary of a meeting he had attended with the Mid Suffolk District Council Neighbourhood Planning Consultant and Business Support Officer which involved an overview of the current Draft Needham Market Neighbourhood Plan. The Group also discussed the following concerns:

- Potential future development over the next 15 – 20 years without the necessary infrastructure to support.
- Possible development in small pockets, generating insufficient CIL (Community Infrastructure Levy) funding towards infrastructure.
- Future development on the Middle School site and the MSDC Offices site.
- The apparent lack of a MSDC long-term strategic approach for Needham Market – as the second largest town in Mid Suffolk should there not be a similar strategic plan for the Needham Market area as there is for Stowmarket (the Stowmarket Area Action Plan)?, as this area is designated for strategic growth.
- Potential future development from the Barking Road development already in the pipeline behind Foxglove Avenue through to Bloomfields Football Ground and the desirability of a link road around the town centre from Barking Road in the south to Stowmarket Road in the north.
- The concept of the creation of a new southern settlement boundary at the Barking Road end.

Cllr Stansfield gave a verbal report from the meeting he and the Clerk had attended with the Government's Neighbourhood Planning Agent (AECOM) at their London office. The meeting had discussed the potential for a feasibility assessment on the concept of the creation of a new development boundary for the town.

Cllr Darnell said he shared the concern regarding the prospect of the town growing over the next 15-20 years without commensurate additional infrastructure particularly as current infrastructure is operating at its limit.

Cllr R Campbell questioned the concept of a road linking Barking Road to Stowmarket Road to create a new development boundary on the south side of the town. Cllr Norris said the Working Group acknowledged the importance of strategically planned development of the town and a new development boundary could be a potential means of controlling future development whilst at the same time mitigating the risk of development taking place on a piecemeal basis without the necessary infrastructure being put in place to support it. Cllr Mason added that the concept of a 'relief road' between Barking Road and Stowmarket Road has been, on and off, a subject of discussion for the past 30 years. Cllr Darnell commented one advantage of a 'relief road' would be to allow Heavy Goods Vehicles to circumnavigate the town's historic centre.

C063/17 To receive a report on Needham Market Institute.

Cllr Phillips reported on a meeting of the Trustees of Needham Market Institute held on 4th April. The meeting had included discussion on the potential sale of the Institute building.

Cllr Phillips added he had spoken with the Clerk regarding the requirement, following the Institute building being sold, for the Trustees to implement a process for distributing resultant funds in accordance with the terms of the financial support provided by the Town Council since the closure of the Institute in mid-2015.

C064/17 To receive nominations and agree the Mayor Elect for 2017/18

Cllr Phillips proposed Cllr Stansfield as Mayor Elect for 2017/18. Cllr Oakes seconded the proposal. Council agreed the proposal.

Cllr Stansfield proposed Cllr D Campbell as Deputy Mayor Elect for 2017/18. Cllr Lea seconded the proposal. Council agreed the proposal.

C065/17 To consider nominations for Chairman of Finance and General Purposes Sections and Council Section Leaders for 2017/18

Cllr Annis confirmed the process for nomination had been agreed at a Finance and General Purposes Section meeting, recommended to Council and Council had resolved to adopt it.

There followed a lengthy debate on the merits and efficacy of the process.

The Clerk referred to the nomination form provided to Councillors and requested completed forms be returned to the Town Council Office preferably before or on the day of Council's Wednesday 3rd May Annual Meeting.

C066/17 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meetings 05.04.17:

C055/17 – The Jo Cox Foundation Get Together Event information will be in the May Town Council Newsletter

2. Issues:

- Police Presence in Needham Market – funding a PCSO or alternative policing presence

Council agreed the Clerk to request a representative from Suffolk Police to attend a future Council meeting to outline the options for providing a more direct Police presence in the town.

- Suffolk Libraries - Suffolk Libraries are running a customer survey until 8 May 2017. This can be done via the website www.suffolklibraries.co.uk , via <https://www.surveymonkey.co.uk/r/SuffolkLibraries2017> or there will be hard copies available in libraries
- Advisory Board for the Stowmarket Cluster of Sure Start Children Centres – suggesting representative involvement from the Town Council

Council agreed not to appoint a formal representative.

- “Paws on Patrol” Scheme – MSDC to re-launch in July

Council agreed the Clerk to liaise with the District Council regarding the re-launch.

- Mid Suffolk Chief Executive, Arthur Charvonia – will be attending the Town Council's 21st June meeting

3. Correspondence to be noted:

None

C067/17 SECTIONS.

C067/17/1 Finance/General Purposes

C067/17/1a 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 Lea proposed the accounts for payment be adopted. Cllr Phillips seconded the proposal. Council agreed the proposal.

C067/17/1b To receive a report from the Section Leader.

Cllr Annis had nothing further to report.

C067/17/2 Recreation & Sport

C067/17/2a To receive a report from the Section Leader.

Cllr Phillips had nothing to report.

C067/17/3 Town Property and Services

C067/17/3a To receive a report from the Section Leader

Cllr Oakes reminded Section Members that a Section meeting will be held on Tuesday 25th April at 7pm in the Town Council Office when there will an update on projects being undertaken.

C067/17/4 Newsletter and Communications

C067/17/4a To receive a report from the Section Leader

Cllr Lea had nothing to report.

C067/17/5 Planning.

Cllr R Campbell presented Minutes from the Planning Section meeting held on Tuesday 18th April, which were tabled and a copy of which will be appended to the Minute Book.

C067/17/5a To receive Planning Decisions.

Cllr R Campbell reported the following planning decision had been received:

0499/17 – 73 Hargrave Avenue – Erection of white UPVC conservatory onto brick base

Planning Consent has been Granted.

C067/17/5b To consider Planning Applications

Cllr R Campbell reported the following planning applications had been received:

1293/17 – 113 High Street - Removal of render on the gabled south west rear elevation and associated timber repair and re-render.

The Section recommended approval

Cllr Morris proposed Council recommend approval of the application. Cllr Lea seconded the proposal. Council agreed the proposal.

1239/17 – 6 Freehold Road - Erection of 2 storey side extension

The Section recommended approval

Cllr Ward proposed Council recommend approval of the application. Cllr Darnell seconded the proposal. Council agreed the proposal.

1127/17 – 8 Freehold Road - Completion of building/dwelling commenced under previous planning approval 1093/99 including amendments and extension to form 2no. dwellings and associated parking.

The Section noted that the original planning consent was for one dwelling and was granted in 1999. The amended application is for two dwellings and includes provision of five parking spaces.

The Section recommended refusal of this application on the following grounds;

Two dwellings would result in over development of the site with the provision of 5 no. parking spaces suggesting several more vehicles will use Freehold Road which is currently unadopted, in very poor condition and suffers from parking issues already. The access to the site is narrow and would require vehicles to pass so close to neighbouring no.8 Freehold Road to be potentially dangerous.

An amendment to the original application is the addition of a window on the first floor of the north-west elevation which will result in a loss of privacy for properties adjacent to the site. If planning permission is granted and this window permitted it should be opaque to prevent overlooking neighbouring properties and gardens.

The site is situated at the bottom of a hill and very low on the water table, currently any rainfall is absorbed and/or taken away by a ditch, should this area be converted to a hard surface there is an increase risk of flooding. The site should be subject to a flood risk assessment before any building work is re-commenced.

The site is at the bottom of a steep hill and significantly below the main sewer there are no details of how foul sewage will be carried from the site to join the main sewer connection this is indicated as unknown on the application.

Cllr M Spurling proposed Council recommend refusal of the application on the above grounds. Cllr Ward seconded the proposal. Council agreed the proposal.

C067/17/5c To receive a report from the Section Leader.

Cllr R Campbell reported the Planning Section will next meet on Tuesday 2nd May 2017 in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

C067/17/6 Highways, Lighting and Footpaths

C067/17/6a 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 reference to:

- Badley Bridge Railings – response awaited from Suffolk County Council regarding the proposal and estimated cost received for cladding the railings
- Gipsy Lane Rail Crossing Temporary Closure – overnight closure 22nd/23rd April
- B1113 Road Resurfacing May 2017 – work to take place over 5 nights between 5th May and 16th May
- Fence Barking Road – case due to go to the next Suffolk County Council Rights of Way Committee (date not yet known)
- Network Rail Proposed Closure of the Stacpool Rail Crossing – suggested creation of a new path to avoid use of the B1113 footway

Following discussion, Council declined to refer the suggested creation of a new path as part of the proposed closure of the Stacpool Rail Crossing, to the Secretary of State. Council agreed the alternative footpath route near to the Stacpool Rail Crossing to be explained in a future edition of the Needham Market Newsletter.

C068/17 Questions under Standing Order 40.

Cllr M Spurling asked if Councillors are aware two long-established retail shops in the High Street have their premises/businesses for sale.

Cllr Annis reminded Councillors the Annual Town Meeting is taking place on Monday 24th April in the Community Centre starting at 7pm.

The Meeting closed at 8:54pm.

Chairman **Date**