

## **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 15<sup>th</sup> November 2017 at 7:30pm.

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

**Apologies for Absence:**

Cllr D Campbell - Holiday  
Cllr RP Darnell – Holiday  
Cllr I Mason - Holiday

**In Attendance:** County Councillor Anne Whybrow, District Councillor Wendy Marchant, 1 Member of Public and Town Clerk Kevin Hunter.

**C197/17 To confirm the Minutes of the Town Council Meeting held 1<sup>st</sup> November 2017.**

The Minutes of the Town Council Meeting held Wednesday 1<sup>st</sup> November 2017 were accepted as a true and correct record and signed by the Chairman.

**C198/17 To receive Councillors' Declarations of Interest for Matters on the Agenda.**

Cllr M Spurling – Accounts for Payment

**C199/17 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.**

County Councillor Whybrow gave a verbal report, which included reference to:

- Highways – continuing to follow up the use of Foxglove Avenue by HGVs
- Needham Market Remembrance Service – very impressed by the stunning display of poppies in St John's Church
- Mid Suffolk District Council Headquarters Site – attended the first meeting of the 'Sounding Board' and, along with other local representatives, stressed the need for the redevelopment of that site to be considered in conjunction with the redevelopment of the former Needham Market Middle School site
- Needham Market Railway Station – pleased the Town Council is on board with the 'Access for All' campaign
- Locality Funds – money still available for local groups/organisations to apply for

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

- Public Toilets in Needham Market – meeting to be held with Planning Officers to discuss concerns
- Needham Market Girl Guides – congratulations to the guides and their leaders on the very interesting outcomes of their future wishes for the town project
- Needham Market Community Council – AGM attended
- Mid Suffolk District Council Headquarters Site – first meeting of the 'Sounding Board' attended
- Needham Market Railway Station 'Access for All' Campaign – background to the campaign and update on progress

The member of public present had no question to raise.

**C200/17 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.**

The Mayor reported attending:

Friday 20<sup>th</sup> October – Developer Contributions (s.106) meeting with consultant representing Mid Suffolk District Council

Friday 10<sup>th</sup> November – Remembrance Commemoration at Barretts Lane Corner (also attended by local schoolchildren)

Saturday 11<sup>th</sup> November - Remembrance Commemoration at Barretts Lane Corner

Sunday 12<sup>th</sup> November – Remembrance Service at St John the Baptist Church

Monday 13<sup>th</sup> November – Mid Suffolk District Council ‘Sounding Board’ meeting

The Deputy Mayor was not present.

**C201/17 To receive a report from the Needham Market Neighbourhood Plan Working Group.**

Cllr Norris reported an inception meeting has been arranged to take place on Friday 17<sup>th</sup> November, with representatives from the Government’s Planning Agent AECOM, in respect of the viability/feasibility study on possible development beyond the existing southern boundary of the town. He added what the objectives will be for the meeting.

Cllr R Campbell referred to the time which has elapsed since the Draft Needham Market Neighbourhood Plan was produced and questioned whether its content remained relevant. Cllr Stansfield said this is one of the concerns the Planning Agents from AECOM would be able to advise on.

Cllr R Campbell commented the establishment of a newly defined development boundary would accelerate development. Cllr Stansfield explained why the Planning Agents from AECOM had been called in to help with consideration of establishing a new development boundary. Cllr R Campbell added his comment did not mean he wishes or suggests development is held back but, the establishment of a new development boundary will make development inevitable.

**C202/17 To receive a report from the Annual General Meeting of the Suffolk Association of Local Councils held 7th November.**

Cllr Lea said she had not been able to attend the Annual General Meeting however papers from the meeting will be available in due course.

Cllr Lea added, in advance of the AGM, information had been requested from local councils regarding their experience with Neighbourhood Planning. Relevant information had been provided setting out the Town Council’s position.

**C203/17 To consider support for the Needham Market Railway Station ‘Access for All’ Campaign**

Cllr Carter reported the campaign petition has attracted 1,000 signatories.

Cllr Carter referred to a (current draft) letter which Suffolk County Council intended to send to the Secretary of State for Transport which promoted allocation of funds to resolve the access issues at Needham Market Railway Station. Each Councillor had been provided with a copy of the (current draft) letter.

Cllr Carter proposed the Town Council countersign the (final) letter, at the same time indicating the letter could make a more forceful case for the need for access at Needham Market Railway Station to be improved. Cllr Ward seconded the proposal. Council agreed the proposal.

**C204/17 Clerk’s Report and Correspondence to be noted.**

1. *Actions from Town Council Meeting 01.11.17:*

None

2. *Issues:*

- Request for funding received from Barking Parish Council – in relation to the upkeep of the Churchyard at St Mary’s Church, Barking

Cllr Ward suggested, as Needham Market residents can choose to be interred at St Mary's Church, Barking, the Town Council should contribute to the upkeep of the Churchyard. Cllr Lea agreed whilst there is that choice, the Town Council already pays towards the upkeep of the Needham Market Burial Ground.

Cllr Annis proposed the request be included as an agenda item at the next Town Council meeting. Cllr M Spurling seconded the proposal. Council agreed the proposal.

- New Temporary Public Toilets – update on Planning Application

3. *Correspondence to be noted:*

None

**C205/17 SECTIONS.**

**C205/17/1 Finance/General Purposes**

**C205/17/1a Accounts for Payment and Confirmation.**

Cllr Morris presented the accounts for payment, which were tabled and a copy of which will be appended to the Minute Book.

Cllr Morris proposed the accounts for payment be adopted. Cllr Lea seconded the proposal. Council agreed the proposal.

**C205/17/1b To receive a report from the Section Leader.**

Cllr Morris had nothing further to report.

**C205/17/2 Recreation & Sport**

**C205/17/2a To receive a report from the Section Leader.**

Cllr Phillips had nothing to report.

**C205/17/3 Town Property and Services**

**C205/17/3a To receive a report from the Section Leader**

Cllr Oakes reported there will be a Section meeting on Tuesday 21<sup>st</sup> November at 7pm in the Town Council Office. The meeting will discuss the Section budget requirement for 2018/19.

Cllr Oakes reported the High Street Christmas trees are to be erected on Sunday 26<sup>th</sup> November.

**C205/17/4 Newsletter and Communications**

**C205/17/4a To receive a report from the Section Leader**

Cllr M Spurling had nothing to report.

**C205/17/5 Planning.**

Cllr R Campbell reported no Planning Section meeting had taken place on Monday 13<sup>th</sup> November due to insufficient business.

**C205/17/5a To receive Planning Decisions.**

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

**DC/17/04701 – 39 Stowmarket Road – Erection of two storey rear extension**

Planning Permission has been Granted.

**DC/17/03595 - 11 Hawks Mill Street - Removal of part of the rear wall and erection of rear extension**

Discharge of Conditions has been Refused.

**C205/17/5b To consider Planning Applications**

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

**DC/17/05388 – 17 Morris Way – Erection of single storey rear and front extension.**

Cllr R Campbell proposed Council support approval of the application. Cllr Ward seconded the proposal. Council agreed the proposal.

**DC/17/05549 – Land North West of Hill House Lane - Outline Application – Erection of 64 No. dwellings (including 22 No. affordable homes) with vehicular access from Stowmarket Road together with 2 No. dwellings accessed from Hill House Lane.**

Cllr R Campbell reported notice of the application had been received the day after the scheduled Planning Section meeting and therefore proposed a request for an extension of the period for consultation be sent to the Planning Authority, the current deadline being the day prior to the Town Council's next full meeting. Cllr Phillips seconded the proposal. Council agreed the proposal.

**C205/17/5c To receive a report from the Section Leader.**

Cllr R Campbell reported the Section will next meet on Monday 4<sup>th</sup> December 2017 in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

**C205/17/6 Highways, Lighting and Footpaths**

**C205/17/6a To receive a report from the Section Leader**

Cllr Norris reported he has registered with a new Highways Information Service which should result in him receiving bulletins when there are works planned which will affect the A14. There is nothing currently on the system which indicates the need to divert traffic onto the B1113 through Needham Market.

Cllr Norris said he had noted, not being at the last Town Council meeting, consideration of the repainting of the Badley Bridge railings is now in abeyance. Cllr Stansfield confirmed the meeting had accepted the costs presented to carry out the works were simply unaffordable and therefore the matter has been relegated to the back-burner and no provision need be made for the works in the Section budget for the coming financial year.

**C206/17 Questions under Standing Order 40.**

There were no questions.

**The Meeting closed at 8:10pm.**

**Chairman .....**      **Date .....**