

## **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 18<sup>th</sup> April 2018 at 7:30pm.

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

### **Apologies for Absence:**

Cllr R Campbell - Work Commitment  
Cllr I Mason – Holiday  
Cllr A Morris - Work Commitment

**In Attendance:** County Councillor Anne Whybrow, District Councillor Wendy Marchant, two members of public and the Town Clerk.

### **C060/18 To confirm the Minutes of the Town Council Meeting held 4<sup>th</sup> April 2018.**

The Minutes of the Town Council Meeting held Wednesday 4<sup>th</sup> April 2018 were accepted, with a minor non-material amendment, as a true and correct record and signed by the Chairman.

### **C061/18 To receive Councillors' Declarations of Interest for Matters on the Agenda.**

Cllr BE Annis - Accounts for Payment (Community Centre Payment)  
Cllr KMN Oakes - Accounts for Payment (Community Centre Payment)  
Cllr S Phillips – Planning (DC/18/01454)  
Cllr M Spurling - Accounts for Payment (Community Centre Payment)  
Cllr X Stansfield - Accounts for Payment (Community Centre Payment)

### **C062/18 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.**

County Councillor Whybrow presented her report, which was tabled and a copy of which will be appended to the Minute Book. It included reference to:

- Suffolk County Council Highways – continuing to press for yellow lines to control parking at the junction of Park Road and The Causeway
- Sounding Board for the former Mid Suffolk District Council Offices Site – results from the recent public consultation discussed
- Respublica – the think tank is to look across Suffolk as a whole to consider how much needed savings might be made

Cllr Darnell questioned the time and cost needed to implement new parking controls (yellow lines) and suggested a simple, standardised and economic approach would prove far more beneficial. County Councillor Whybrow agreed and placed emphasis on a locally driven approach without the process having to involve so many hands which creates a massive legalise barrier.

Cllr Phillips expressed his frustration that the County Council is engaging yet another consultant (Respublica). County Councillor Whybrow commented, you have a situation in the Mid Suffolk/Babergh Districts where, to achieve savings, their Tourist Centres are to be closed when, at a comparative cost, the County Council is buying in consultancy (Respublica).

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

- Mid Suffolk District Council Public Consultation on their Former Offices Site and the Former Needham Market Middle School Site – concerns raised at the consultation events related to loss of public car parking, access to School Street and the additional burden development would place on infrastructure.
- Improved Access to Needham Market Railway Station – campaigners met on 12<sup>th</sup> April

- Public Toilets – a Government Committee is looking at the need for facilities as the elderly population increases.

District Councillor Marchant added it has become clear the costs Mid Suffolk and Babergh District Councils quoted for their occupation of Endeavour House, whilst achieving a saving on their costs of remaining at their respective Needham Market and Babergh offices sites, will produce nowhere near the projected cost savings claimed prior to their move.

Cllr Phillips said the lower than projected cost savings are just one aspect of miscalculation as it is well known the impact the move has had on staff and the costs associated with that.

Cllr Darnell described the Stowmarket Household Recycling Centre as a ‘shambles’ where there is often queues of up to half an hour to get into the site and suggested a new and adequate facility is desperately needed. County Councillor Whybrow confirmed that aspect of waste management falls within scope of the County Council’s responsibilities and agreed to look into the situation.

A member of the public, being the Chairman of the Trustees of the Needham Market Institute, referred to correspondence between the Town Council and the Trustee’s solicitor. He said he had subsequently contacted Community Action Suffolk and was waiting to speak with the Officer nominated to the case. Cllr Stansfield confirmed the purpose of a meeting recently called by the Town Council with the Trustees had been to advise the Trustees to seek appropriate support in relation to the proceeds due from the sale of the Institute building.

The other member of public had no question to raise.

**C063/18 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.**

The Mayor reported attending:

Wednesday 4<sup>th</sup> April and Tuesday 10<sup>th</sup> April – Mid Suffolk District Council public engagement sessions on proposals for redevelopment of their former offices site  
 Wednesday 11<sup>th</sup> and Friday 13<sup>th</sup> April – Mobile Skate Park on Crowley Park

The Deputy Mayor reported attending:

Wednesday 4<sup>th</sup> April – Mid Suffolk District Council public engagement session on proposals for redevelopment of their former offices site

**C064/18 To receive a report from the Needham Market Neighbourhood Plan Working Group.**

Cllr Norris presented his report, which was tabled and a copy of which will be appended to the Minute Book. The report referred to a meeting proposed by Suffolk County Council’s Schools Infrastructure Officer to discuss, with Mid Suffolk District Council and the Town Council, the future of the former Needham Market Middle School grounds.

Cllr Norris proposed he, Cllr Stansfield, Cllr Annis and the Clerk attend the meeting. Cllr Ward seconded the proposal. Council agreed the proposal.

**C065/18 To receive nominations and agree the Mayor elect for 2018/19**

Cllr Phillips proposed Cllr D Spurling as Mayor elect for 2018/19. Cllr Lea seconded the proposal. Council unanimously agreed the proposal.

**C066/18 To consider a response to the Suffolk County Council consultation on the Suffolk Parking Management Strategy**

Cllr Norris gave an overview of the County Council’s proposed strategy, which had been circulated to all Councillors in March. He described the three components in the strategy which relate to different aspects of parking and said in Needham Market’s case, the focus is on the Decriminalisation of Parking Enforcement. The strategy proposes a countywide local authority parking enforcement approach. He suggested there is not a lot in the proposed strategy which should attract objection as it is clear it has worthy aims.

Cllr Darnell commented car parking anywhere in Needham Market should remain free.

Cllr Phillips said he was concerned, with fines raised through enforcement action going to the enforcement agency, enforcement action is bound to be focussed on where it is a 'safe bet'.

Cllr Ward said one of the main contributors to parking problems is the inadequate provision for car parking designed into new housing developments.

Cllr Phillips said, in Needham Market, parking enforcement should be concentrated on the inconsiderate and bad car parking which is very apparent in the town.

The Clerk agreed to collate the points and comments raised and respond accordingly to the consultation.

### **C067/18 To receive an update on the Needham Market Institute**

Cllr Stansfield referred Council to notes of the meeting between the Town Council and the Trustees of the Needham Market Institute held on 10<sup>th</sup> April, which were tabled and a copy of which will be appended to the Minute Book.

The Clerk advised the outcome of the meeting endorsed Council's concerns regarding the need to continue to monitor the approach being taken by the Trustees to the management and dispersal of funds which will be forthcoming from the sale of the Institute building.

Cllr Stansfield added the suggestion made to the Trustees regarding them taking advice from Community Action Suffolk appears to have been taken up.

### **C068/18 Clerk's Report and Correspondence to be noted.**

#### *1. Actions from Town Council Meeting 04.04.18:*

**C056/18** – Letter to Solicitor acting for NM Institute Trustees sent 5<sup>th</sup> April

**C058/18/5b** – Potential boundary anomaly on Planning Application checked and plans submitted are accurate

#### *2. Issues:*

- Stowmarket Vision for Prosperity – suggest agenda item for 16th May meeting
- Town Council Insurance Cover – full review, including GDPR issues, held with the Insurance Brokers' (WPS) representative on 12<sup>th</sup> April
- NM Railway Station 'Access for All' Campaign – clarification of Town Council's position needs ratifying (S106/CIL funds)
- Remembrance Service 2018 – meeting held 16<sup>th</sup> April. Community Centre confirmed as the venue for the Service

#### *3. Correspondence to be noted:*

- Notice of the Annual General Meeting of the Friends of Suffolk Records Office received 5<sup>th</sup> April. The AGM takes place on Wednesday 23<sup>rd</sup> May from 6:30pm at Christchurch Mansion, Ipswich
- Letter received 18<sup>th</sup> April from Needham Market Community Centre thanking the Town Council for its grant towards the Community Minibus driver's wages

## **C069/18 SECTIONS.**

### **C069/18/1 Finance/General Purposes**

#### **C069/18/1a Accounts for Payment and Confirmation.**

Cllr Lea 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 Ward seconded the proposal. Council agreed the proposal.

#### **C069/18/1b To receive a report from the Section Leader.**

There was no report.

### **C069/18/2 Recreation & Sport**

#### **C069/18/2a To receive a report from the Section Leader.**

Cllr Phillips presented his report, which was tabled and a copy of which will be appended to the Minute Book. The report gave an overview of the siting of a temporary skate park located at Crowley Park during the recent Easter School holiday. The report concluded; whether the event will help towards confirming the need for a skate park in Needham Market or not is open to debate and; the continuing use of the existing basketball court (on which the temporary skate park was located) suggests Crowley Park will have to cater for both a skate park and a basketball court and not sacrifice one for the other.

Cllr Stansfield commented he had referred to the potential for a skate park being installed at Crowley Park, during the recent discussions held with Mid Suffolk District Council on their proposed development of the current public car parking area adjacent to Crowley Park, to which no immediate objection was raised.

Cllr M Spurling said an elderly person who resides close to Crowley Park had commented how pleasant it was to hear youngsters clearly enjoying themselves at the temporary skate park event.

Cllr Philips thanked Cllr M Spurling for his very welcome input to making the event a success.

### **C069/18/3 Town Property and Services**

#### **C069/18/3a To receive a report from the Section Leader**

Cllr Oakes presented her report, which was tabled and a copy of which will be appended to the Minute Book. It provided an update on progress on the replacement of the main edge of town signs and the procurement of additional Christmas Trees lights and associated electrical works.

### **C069/18/4 Newsletter and Communications**

#### **C069/18/4a To receive a report from the Section Leader**

There was no report.

### **C069/18/5 Planning.**

Cllr M Spurling reported a Planning Section meeting had not been held on Monday 16<sup>th</sup> April due to lack of business.

#### **C069/18/5a To receive Planning Decisions.**

Cllr M Spurling reported no planning decisions had been received.

#### **C069/18/5b To consider Planning Applications**

Cllr M Spurling reported the following planning applications had been received:

**DC/18/01454 – 5 Crowley Road – Erection of a part first floor/two storey and single storey side extensions**

Cllr M Spurling proposed Council support approval of the application. Cllr Ward seconded the proposal. Council agreed the proposal.

**DC/18/01077 – 133 High Street – Listed Building – Insertion of 2No window openings in side elevation**

Cllr M Spurling proposed Council support approval of the application. Cllr Ward seconded the proposal. Council agreed the proposal.

The Clerk referred to a Notice of Discharge of Conditions received from Mid Suffolk District Council. There had been no consultation with the Town Council prior to the Notice being issued and it has been confirmed by the District Council they do not consult with Town/Parish Councils when applications are received for Discharge of Conditions. This could result in conditions attached to planning consents being formally discharged when local knowledge or circumstances may suggest the conditions have not been adhered to, particularly where there had been objections or comments raised locally which led to conditions being imposed and, where and as often is the case, the Planning Officer dealing with the case has, in the interim, changed. Councillors agreed with the Clerk's concerns. District Councillor Marchant agreed to raise the concerns within the District Council.

Cllr Annis reported on the latest SnOasis Alliance meeting he attended. The meeting had been convened to receive a response from the developers on submissions made regarding Reserved Matters attached to the original SnOasis development planning application (which was approved). The response covered matters raised by the Alliance relating to Transport, Drainage and numerous environmental issues. The individual behind the proposed development remains adamant it will take place with approval of Reserved Matters hoped for by this coming autumn with work on the development starting late this year or early next year.

**C069/18/5c To receive a report from the Section Leader.**

Cllr M Spurling reported the Section will next meet on Monday 30<sup>th</sup> April (subject to the Annual Town Meeting) in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

**C069/18/6 Highways, Lighting and Footpaths**

**C069/18/6a To receive a report from the Section Leader**

Cllr Norris reported there is nothing currently recorded on the national database which indicates roadworks for Needham Market.

**C070/18 Questions under Standing Order 40.**

Cllr Stansfield asked if Councillors were aware one result of development by Mid Suffolk District Council of its former Offices site in the town could lead to the Town Council receiving Community Infrastructure Levy funds of around £55,000 (15% of the total funds).

**The Meeting closed at 8:41pm.**

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