

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 6th June 2018 at 7:30pm.

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

Apologies for Absence:

Cllr TS Carter – Holiday
Cllr RP Darnell – Holiday

County Councillor Anne Whybrow

In Attendance: District Councillor Wendy Marchant, one member of public and the Town Clerk.

C102/18 To confirm the Minutes of the Town Council Meeting held 16th May 2018.

The Minutes of the Town Council Meeting held Wednesday 16th May 2018 were accepted as a true and correct record and signed by the Chairman.

C103/18 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr S Phillips – Accounts for Payment (Expenses)

C104/18 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.

County Councillor Whybrow was unable to attend.

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:

- River Gipping Trust – Annual General Meeting attended
- Needham Lake – Hoping to put a question to Full Council on 21st June regarding concern in the reduction of Countryside staffing
- Member of Parliament – Local MP attended the 29th May meeting held by the Needham Market Access for All Campaign

The member of public had no question to raise.

C105/18 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor reported attending:

Thursday 17th May – Mayor Making Ceremony at Bury St Edmunds

Sunday 20th May – Aldeburgh Civic Service

Tuesday 22nd May – Coffee Caravan Dementia Event

Tuesday 22nd May – Demonstration by the Scorpion Children's Karate Club

Sunday 27th May – Southwold Civic Service

The Deputy Mayor reported attending:

Sunday 27th May – Dunkirk Little Ships Drumhead Service, Ipswich

C106/18 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. It included details from the meeting he, along with Cllr Stansfield and the Clerk, attended at the AECOM (Masterplanning Consultants) office in London on Thursday 17th May to finalise the detail of the Needham Market Neighbourhood Plan Feasibility Study and agree next steps.

The Clerk reported he had made a provisional agreement with Mid Suffolk District Council to allow presentation of the AECOM Feasibility Study Final Report to District Council representatives on Friday 13th July, which will be confirmed as soon as possible. The presentation will also be open to Town Councillors and representatives from Barking Parish Council to attend.

C107/18 Clerk's Report and Correspondence to be noted.

1. *Actions from Town Council Meeting 16.05.18:*

C098/18 – Comments on the Stowmarket – Vision for Prosperity report submitted to Mid Suffolk District Council

2. *Issues:*

- Town Councillor Vacancy – formally advertised from 9th May to 30th May with no call for an election. Will now be advertised as a co-option inviting expressions of interest by Friday 22nd July.
- Re-siting of Hurstlea Road Car Park Recycling Facility – Request received from Mid Suffolk District Council.

Councillors made the following comments:

- The locating of a recycling facility at the Crowley Park car park is incompatible with its general use. This applies particularly on the regular occasions when sports clubs based at the park are carrying out their activities.
- The estimated level of income which may be derived from hosting the facility would not cover resulting car park maintenance issues.
- It is essential the car park security gate is locked when the car park is not in use in which case the anticipated opening hours could not be met.
- The current Hurstlea Road car park facility is often in a poor state, with glass and other debris spread around the car park surface resulting from misuse and low level anti-social behaviour. This attracts a constant risk of claims relating to vehicle damage etc.
- The recycling facility at Station Yard is often blighted by fly-tipping and whilst this is not such an issue at Hurstlea Road car park, it would possibly increase in a more isolated location.
- Councillors could not understand why the Town Council is being requested to host the facility. The brief for redevelopment of the Mid Suffolk District Council Headquarters site should include provision for the continuation of the recycling facility.

Cllr Mason proposed the request to relocate the recycling facility on the Crowley Road car park be refused. Cllr Lea seconded the proposal. Councillors unanimously agreed the proposal.

- Car Trailer stolen – overnight 28th/29th May the Crowley Park compound was broken into. An insurance claim has been submitted.
- Meetings with Mid Suffolk District Council – Future development of the former Middle School site and further offers to meet.

Cllr M Spurling referred to the meeting held with Mid Suffolk District Council Officers on 5th June regarding the future development of the former Middle School site. The

meeting had focussed on the continuation of the Community Café facility. During the meeting a Mid Suffolk District Council Officer reported quite adamantly the District Council only has a legal obligation to include a building to rehouse the Town Library within the development, albeit this is contrary to the commitments made by Suffolk County Council and Mid Suffolk District Council in 2015 when a business case was approved for the inclusion of a 'Community Hub' within any future development of the former Middle School site.

- Powers of Councillors/Town Warden – Anti-social behaviour.

Cllr D Spurling proposed the Mid Suffolk South Area Police Constable be invited to a future Town Council meeting to give advice on what action Councillors, the Town Warden and the public can take should they encounter anti-social behaviour. Cllr Phillips seconded the proposal. Council agreed the proposal.

3. *Correspondence to be noted:*

- Email dated 22nd May from the Administrative and Technical Support Officer, Democratic Services, Babergh and Mid Suffolk District Councils – Working Together, providing an update on Developer Contributions and CIL – Transparency of Data
- Letter received 22nd May from Seafarers UK regarding Merchant Navy Day 3rd September
- Letter received 24th May from the Ashburnham Over-60's Club thanking the Mayor and Town Council for its recent donation
- Letter received 24th May from the Clerk to the Trustees, Theobald's Foundation enclosing a copy of the Charity's audited accounts for the year ending 31st December 2017
- Letter received 4th June from the Secretary, Needham in Bloom thanking the Town Council for its support in relation to the new High Street planters

C108/18 SECTIONS.

C108/18/1 Finance/General Purposes

C108/18/1a 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 Ward seconded the proposal. Council agreed the proposal.

C108/18/1b To receive a report from the Section Leader.

Cllr Morris presented Notes from the Finance & General Purposes Section meeting held on Tuesday 5th June, which were tabled and a copy of which will be appended to the Minute Book.

Cllr Morris referred item 4. in the Notes and confirmed the accounts for the year ended 31st March 2018 and the blank Annual Governance Statement 2017/18, copies of which were included with Councillors meeting papers, were in preparation for adoption at Council's next meeting (20th June).

Cllr Morris proposed adoption of the Notes and recommendations therein. Cllr Phillips seconded the proposal. Council agreed the proposal.

C108/18/2 Recreation & Sport

C108/18/2a 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 recommended support for Needham Market Cricket Club in encouraging youngsters to join an English Cricket Board initiated course being held at Crowley Park over the summer months. The Cricket Club has found parents may struggle to afford the course fee, which is to provide essential equipment to each participant to enable them to join the course. The report recommended up to £600 be granted to the Cricket Club to assist parents whose children may otherwise not be able to take up the Cricket course.

Cllr Phillips proposed adoption of his report including the granting of up to £600 to Needham Market Cricket Club for the purpose of enabling youngsters from the Needham Market area to join the ECB summer cricket course. Cllr Mason seconded the proposal. Council agreed the proposal.

An addendum to Cllr Phillips' report confirmed the Needham Market Skatepark Committee has held four mobile skatepark events on Crowley Park recently and had received no complaints. The Committee has also recently held a very successful fund-raising event.

Cllr M Spurling commented from his involvement with the mobile skatepark events that, apart from those youngsters coming to the park to participate in the events, they also attracted others playing football etc. He added the supplier of the mobile skatepark equipment (The Mix, Stowmarket) has agreed to lend the equipment to the Skatepark Committee for one day each week over the forthcoming schools summer holiday period.

Cllr Phillips proposed the Skatepark Committee be allowed to use the basketball court area at Crowley Park to host one day a week mobile skatepark events over the forthcoming schools summer holiday period. Cllr Lea seconded the proposal. Council agreed the proposal.

Cllr Phillips confirmed the Skatepark Committee arranges the necessary first aid cover for the skatepark events.

C108/18/3 Town Property and Services

C108/18/3a To receive a report from the Section Leader

Cllr Oakes reported she is to meet with a representative from Needham Market Football Club on 7th June to discuss the club's request for edge of town signage.

Cllr Oakes reported a Section meeting will be held on Tuesday 19th June at 7pm in the Town Council office.

C108/18/4 Newsletter and Communications

C108/18/4a To receive a report from the Section Leader

Cllr M Spurling reported a Section meeting will be held on Monday 18th June at 7:45pm (or 7pm should there be no Planning Section meeting that evening) in the Town Council office.

C108/18/5 Planning.

Cllr Phillips presented notes from the Planning Section meeting held on Monday 4th June, which were tabled and a copy of which will be appended to the Minute Book.

C108/18/5a To receive Planning Decisions.

Cllr Phillips reported the following planning decisions had been received:

DC/18/01225 – 119 High Street – Listed Building – Installation of studwalls to ground floor. Replacement of units to first floor. Replacement of front signage. Associated works as described in the schedule of works. Paint exterior of building.

Listed Building Consent has been granted.

DC/18/01079 – Hallgarth House, 137 High Street – Listed Building - New hand rails to front terrace.

Listed Building Consent has been granted.

DC/18/01833 – 14 Ammonite Drive - Notification for Prior Approval for a Proposed Larger Home Extension under Part 2, Class A of the Town and Country Planning (General Permitted Development) Order 2015- Erection of conservatory.

Formal approval is not required.

C108/18/5b To consider Planning Applications

Cllr Phillips reported the following planning applications had been received:

DC/18/01429 – 119 High Street - Application for Advertisement Consent - Erection of flat fascia sign and hanging sign.

The Section recommended approval.

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

DC/18/02384 – 108 High Street - Application for Listed Building Consent - Refurbishment of dwelling, works detailed in the schedule of works

The Section recommended approval.

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

DC/18/02307 – 4 Ranson Road - Erection of a two storey rear extension (following demolition of existing conservatory)

The Section recommended approval.

Cllr Phillips proposed Council support approval of the application. Cllr Mason seconded the proposal. Council agreed the proposal.

DC/18/02050 – Land accessed from Luff Meadow - Outline Planning Application (some matters reserved) - Erection of up to 28 dwellings (including 4 affordable homes) including access and layout.

The Section recommended approval.

Councillors concluded whilst not, in principle, against the development of the site for housing, the outline site layout and potential associated outcomes, as currently presented, must be rethought on the following grounds:

1. the commitment to affordable housing is well below the Section 106 requirement and thereby unacceptable.
2. the density of housing represents overdevelopment particularly in relation to availability of vehicle parking - plots 26 and 27, for example, have a woefully inadequate parking provision - plots 3 to 7, being close to the entrance to the site have minimal parking provision and this will inevitably lead to overflow parking outside the boundary of the site, probably in Luff Meadow, which is already a location for overflow parking from other development - if there is any doubt regarding the importance of ensuring there is sufficient allowance for any local housing development not to cause an issue with unplanned for vehicle parking, look at recent housing developments such as nearby Cedar Walk as well as more established developments in the town - on-road parking is a blight the increase of which must be avoided.
3. There is concern the single entrance/exit road to a development the scale of that proposed, will prove a problem for access by emergency service vehicles and public service vehicles.

