

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 17th October 2018 at 7:30pm.

Present: Cllr D Spurling (In the Chair), Councillors; N Andrews, BE Annis, D Campbell, TS Carter, JE Lea, I Mason, MG Norris, S Phillips, P Potter, X Stansfield and AL Ward.

Apologies for Absence:

Cllr RP Darnell – Holiday

Cllr M Spurling – Work Commitment

In Attendance: District Councillor Wendy Marchant, five members of public and the Town Clerk.

C186/18 To confirm the Minutes of the Town Council Meeting held 3rd October 2018.

The Minutes of the Town Council Meeting held Wednesday 3rd October 2018 were accepted as a true and correct record and signed by the Chairman.

C187/18 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr BE Annis – Accounts for Payment (Community Centre)

Cllr D Spurling - Accounts for Payment (Community Cafe)

Cllr P Potter – Planning

Cllr X Stansfield - Accounts for Payment (Community Centre)

C188/18 To receive a report from District Councillors and, to take questions from members of the public.

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

BUSINESS RATES RETENTION The proposed Needham Lake Café and Visitors Centre will be one of the projects to benefit from this scheme, for which this fund has been ear marked. (Other items include the establishment of Suffolk Chamber of Commerce, former NatWest Bank etc.)

CONFLICT OF INTEREST OF ONE OF MID SUFFOLK'S OFFICERS In connection with this, which Cllr. Martin Spurling, was concerned about at the last Town Council meeting I emailed the monitoring officer, and the Mid Suffolk officer concerned has made a statement and the monitoring office is satisfied there is not a conflict. I have copied this email correspondence to the Town Clerk.

PARISH LIASON I attended this last Tuesday morning, but as there were a number of Town Councillors there who will be reporting back, I won't say anything further.

NEEDHAM MARKET LIBRARY AND INTERNET CAFÉ After the last Town Council Cllr. Martin Spurling expressed his concerns about this. So I made further enquiries. The Strategic Director dealing with this says that Suffolk County Council's preferred option is for the ex-Music Room of the Middle School, in School Street, to be used for the library, and a display area for local artefacts to be included. In connection with the Community Café he is to discuss other opportunities which may include investment in the Community Centre to facilitate the Community Café rather than a separate facility.

RECYCLING To answer some to the questions which were raised at the last Town Council meeting, I contacted the Mid Suffolk Officer who deals with recycling, who says:

1. One item in a bin would not contaminate a whole load; the recycling facilities at Great Blakenham uses a variety of mechanical sorting equipment, and a number of manual pickers who sort through the recycling taking away any contamination and sorting the material into different material streams for resale: paper and card, plastic and metals. However, the quality of resaleable materials is heavily dependent on the quality of the material put in the bins, and the reduction of the contamination put in the bins is an important part of the process.

2. Recycling. We don't as a matter of course, send out collection calendars, however, if anyone wants one then can be posted out to them individually.

Some recycling leaflets have been put in the library, and I have been sent some which I will bring to the Town Council on Wednesday.

District Councillor Marchant added the planning application submitted for proposed development of the former Chester's Woodyard, off Coddenham Road, was not a Mid Suffolk District Council proposal. Cllr Ward said he envisaged the Town Council would not support the proposal as the issue of children crossing a busy and potentially dangerous stretch of road remained and had prompted objection in the past.

District Councillor Marchant read out an email received from a local resident relating to the Needham Market Neighbourhood Plan Relief Road report.

District Councillor Marchant reported the Town Council's response to a request for commitment to contribute funds towards the improvements to access to Needham Market Railway Station caused upset within the campaign group pushing for the improvements. Several Councillors explained why the Town Council had resolved not to commit funding, not least the fact its current budget includes no provision to do so but, nevertheless, a letter has been sent by the Town Council to Greater Anglia pledging its support for the campaign.

A member of public present asked whether the Community Café is to be relocated in Needham Market Community Centre. Cllr D Spurling replied that may be an option but it cannot be confirmed at this time.

C189/18 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

The Mayor reported attending:

Tuesday 9th October - Mid Suffolk District Council Town/Parish Liaison Meeting, Needham Market
Thursday 11th October – Needham Market & Barking Welfare Charities AGM
Sunday 14th October – Needham Market Civic Service

The Deputy Mayor reported attending:

Sunday 14th October – Needham Market Civic Service

C190/18 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 included a summary of the Community Engagement Event 5th/6th October 2018 on the AECOM Needham Market Neighbourhood Planning Masterplanning Feasibility Study, relating to the concept of a new southern town boundary which would include a through road from Barking Road to Stowmarket Road.

Attendance: Friday 5th October: 89, Saturday 6th October: 92 = Total 181

Feedback Forms completed: 88

Boxes completed indicating Support or Against:

1. Broadly in Support 47
2. Narrowly in Support 11
3. Narrowly Against 5
4. Against 19
5. Not indicated 6

Main Issues Raised:

1. A solution for an improved link between the B1113 and the A14 is required associated with a 'bypass' around the entire town

2. Concerns relating to preservation of green space and inherent wildlife.
3. Residents should have been asked their opinion prior to the Town Council embarking on the project.
4. The proposal doesn't answer the many questions residents have regarding the District Council's proposals for their former office and former Middle School sites.
5. The proposal, if supported, will at least give the town some influence over its destiny.
6. There are no timescales defined in the current proposal.

Cllr Norris reported next steps to be considered:

- Include a Neighbourhood Plan/Planning supplement in each future TC Newsletter – put an up-to-date feedback facility on the TC website
- Re-engage AECOM – share the feedback information and 1. Request a drill down of the feasibility outcomes to an appropriate point, focusing on main concerns 2. Seek their support on 'marketing' the next steps.
- Contact Mid Suffolk District Council, in particular for immediate needs (including the revision to the NP Designated Area) and, to find out where they are with the Local Plan – this should help with setting out compatible work projects and to identify/agree timescales
- Consider undertaking a Housing Needs Survey
- Establish a broader NMNP Project Group if considered necessary with the involvement of the principal authorities
- Encourage direct involvement in the NMNP from suitable members of the local community
- Consider establishing a 'forum' to involve surrounding parishes

Cllr Norris reported a meeting of the Neighbourhood Plan Working Group will be held on Monday 29th October at 10.00am in the Town Council Office.

C191/18 To elect the Chair of Finance and General Purposes Section.

Cllr Lea proposed Cllr Annis. Cllr Phillips seconded the proposal. Council agreed the proposal.

C192/18 To receive a report from the 15th October meeting with The Headteacher, Bosmere Primary School.

Cllr Annis reported on the meeting that concluded with agreement a broader dialogue, inclusive of representatives from Suffolk County Council and Mid Suffolk District Council, was needed to pursue issues raised at the meeting. The scope of issues included whether the land occupied by Mid Suffolk District Council owned garages, near to the main entrance to the Primary School, might be better used if converted to a pupil drop off/pick up area.

C193/18 To receive an update on the management of funds held by the Needham Market Institute Trustees.

The Chairman of the Needham Market Trustees was present and gave an update on discussion held with Community Action Suffolk, applications for grants received, where the funds realised from the sale of the Institute building were deposited and a brief explanation of the Trustees intentions in managing and distributing the funds.

Councillors raised a number of points. The Trustees confirmed they would not be working with or taking advice from Community Action Suffolk, nor the Suffolk Community Foundation and, it is their intention to apply their own discretion to the distribution of the funds (£300,000) realised from the sale of the Institute building.

C194/18 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 03.10.18

C183/18 – The Mayor has agreed a donation of £50 to go to the Suffolk Accident Rescue Service

C184/18 – Letter regarding planning application for all-weather sports courts not yet sent

Cllr Annis gave an update which confirmed the planning application is still awaiting determination by Mid Suffolk District Council despite it now being well beyond the deadline.

2. *Issues:*

- Town Council Casual Vacancy – Formal Notice of Vacancy dated 3rd October (if no election called by 23rd October, date for co-option suggested 21st November)
- Anti-Social Behaviour – Temporary toilet at Barretts Lane car Park overturned Saturday 13th October

3. *Correspondence to be noted:*

- Letter dated 8th October received from Mid Suffolk District Council, Electoral Services Officer notifying the Estimate of Charges for 2019 Elections – Contested Election £5,334, Contested Election combined with District Election £3,284, Uncontested Election £117.

C195/18 SECTIONS.

C195/18/1 Finance/General Purposes

C195/18/1a 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.

C195/18/1c To receive a report from the Section Leader.

There was no report.

C195/18/2 Recreation & Sport

C195/18/2a To receive a report from the Section Leader.

There was no report.

C195/18/3 Town Property and Services

C195/18/3a To receive a report from the Section Leader

Cllr Lea reported the Section meeting arranged for Tuesday 16th October at 7:30pm in the Town Council Office has been postponed until Wednesday 24th October at the same time/venue.

C195/18/4 Newsletter and Communications

C195/18/4a To receive a report from the Section Leader

Cllr Carter reported he has placed notices on the Council's social media accounts seeking a replacement for the Newsletter organiser (collection and first stage deliverer) but had yet to receive a response.

Cllr Carter asked, if other Councillors had a social media presence, for support in administering rollout of Council business.

C195/18/5 Planning.

Cllr Stansfield presented his report from the Planning Section Meeting held Monday 15th October.

C195/18/5a To receive Planning Decisions.

Cllr Stansfield reported the following Planning Decision Notice had been received:

DC/18/02303 - Land to Rear of 8 Freehold Road - Discharge of Conditions for Application 1127/17 allowed under Appeal APP/W3520/W/17/3182882-Condition 4 (Boundary Treatment) and Condition 5 (Surface Water Drainage).

Condition(s) Approved with appropriate comments, limitations and advice.

C195/18/5b To consider Planning Applications

Cllr Stansfield reported the following Planning Applications had been received:

Having expressed an interest in the following item, Cllr Potter temporarily left the meeting.

DC/18/04214 - Householder Application - 143 High Street - Erection of detached summerhouse.

The Section considered the proposal and thought the summer house to be appropriate in proportion and size to the main house and lawn, therefore recommends approval.

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

Cllr Potter returned to the meeting.

DC/18/06260 - Chesters Woodyard, Coddendam Road - Written enquiry for the erection of a part single-storey and part two story building for A3 use (ground floor) and B1 offices first floor.

The Section considered the proposal and concluded:

- * The frontage of this site falls on an extremely hazardous and busy stretch of road for drivers. Travelling towards Needham Market drivers encounter a 90° blind right-hand bend immediately after a bridge over the River Gipping, followed by an entrance/exit (on the drivers right) to the existing Lake Carpark and then navigate a single lane restricted height (2.5m) road under the railway line potentially facing oncoming traffic.
- * The addition of a sizeable car park on a driver's left for this proposed development would add a further potential distraction/hazard.
- * Almost daily over-height Vehicles hit the Railway Bridge, although the majority go unreported the indication of collisions is indicated by the roadside debris which is cleared up on a regular basis.
- * International Lorries frequently use the current Lakeside carpark as a turning point when they discover the Low bridge causing large traffic tailbacks.
- * It would be completely irresponsible to encourage pedestrians to cross the Coddendam Road (B1078) from the Lake side of the road to a Visitors Centre whatever form of pedestrian crossing was put in place.

The section recommends a long site visit for traffic observations and refusal of this application.

Cllr Stansfield proposed Council objects to the application on the above grounds. Cllr Mason seconded the proposal. Council agreed the proposal.

C195/18/5c To receive a report from the Section Leader.

Cllr Stansfield reported the Section meeting briefly discussed the first analysis of feedback produced by the Clerk relating to the Needham Market Neighbourhood Plan public engagement event 5th/6th October, hosted by the Town Council. Without wishing to supersede any conclusions from the next meeting of Council's Needham Market Neighbourhood Plan Working Group, the

Section certainly advocates and proposes that a dedicated part of the Newsletter should carry a monthly update of the Neighbourhood Plan in future to keep residents informed.

Cllr Stansfield proposed the Newsletter should also be used to include reports on Council's receipt of general planning decision notifications and its resolutions on planning applications referred to it as a consultee. Cllr Phillips seconded the proposal (on condition the reports exclude the more mundane planning business that comes before the Section). Council agreed the proposal (inclusive of the condition).

Cllr Stansfield reported the Planning Section will next meet on Monday 5th November in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

C195/18/6 Highways, Lighting and Footpaths
C195/18/6a To receive a report from the Section Leader

Cllr Norris reported he had circulated all Councillors with information received on the forthcoming overnight closures of the A14, Orwell Bridge, due to roadworks.

C196/18 Questions under Standing Order 40.

There were no questions.

The Meeting closed at 8:34pm.

Chairman **Date**