

## **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 3<sup>rd</sup> April 2019 at 7:30pm.

**Present:** Cllr S Phillips (In the Chair), Councillors; N Andrews, BE Annis, C Campbell, D Campbell, RP Darnell, MG Norris, P Potter, M Spurling, X Stansfield and AL Ward.

### **Apologies for Absence:**

Cllr JE Lea - Holiday  
Cllr I Mason – Holiday  
Cllr D Spurling - Unwell

Suffolk County Councillor Kay Oakes (attending Somersham Parish Council)

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

### **C042/19 To confirm the Minutes of the Town Council Meeting held 20<sup>th</sup> March 2019.**

The Minutes of the Town Council Meeting held Wednesday 20<sup>th</sup> March 2019 were accepted as a true and correct record and signed by the Chairman.

### **C043/19 To receive Councillors' Declarations of Interest for Matters on the Agenda.**

Cllr BE Annis – Accounts for Payment  
Cllr M Spurling – Accounts for Payment  
Cllr X Stansfield – Accounts for Payment

### **C044/19 To receive reports from The County Councillor, District Councillors and, to take questions from members of the public.**

County Councillor Kay Oakes had submitted a brief report, confirming her contact with Bosmere Primary School regarding the production of a School Travel Plan the Town Council wishes to participate in.

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:

#### NEEDHAM MARKET TOWN COUNCIL'S PUBLIC CONSULTATION ON NEEDHAM MARKET NEIGHBOURHOOD PLAN, Saturday 30.3.19

Could we compliment the Town Council on the very professional public consultation they organised on Saturday for the proposed Neighbourhood Plan. It was very clearly laid out for residents to see, and it was well attended.

MID SUFFOLK DISTRICT COUNCIL ELECTIONS, as you will be familiar with, are going to be on Thursday 2<sup>nd</sup> May 2019. For Needham Market this will be for the new enlarged Ward which will include the villages of Creeting St. Peter, Creeting St. Mary, Darmsden, and Baylham, and of course Needham Market and Badley, which it always has done. Nominations closed today, Wednesday 3<sup>rd</sup> April 2019 at 4.00 p.m. We will shortly know officially of the candidates.

Cllr Potter referred to the partnership between Mid Suffolk District Council and Norse and asked what impact it will have on the housing developments the District Council is embarking on in Needham Market. District Councillor Marchant said she would make the appropriate enquiries.

The member of public said he thought the 30<sup>th</sup> March Needham Market Neighbourhood Plan Open Public Consultation held at Needham Market Community Centre had been a good event.

### **C045/19 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.**

No activities were reported.

### **C046/19 To receive a report from the Needham Market Neighbourhood Plan Working Group.**

Cllr Potter presented her report which was tabled, and a copy of which will be appended to the Minute Book:

### **Community Consultation Event: 30/03/19**

The event was attended by over 100 people and it was generally agreed that the event was professional and informative. Councillors D. Campbell and Andrews had made an excellent job of editing the information and constructing the posters, complete with photographs. Councillor C. Campbell has done a quick analysis of the questionnaires returned on the day, and is happy to summarise for the Council, and the Town Clerk is completing a full analysis of all returned questionnaires, plus other feedback supplied on post-it notes.

### **Appointment of Consultant**

We have received further information from the two consultants, who have been recommended to us and Councillor Andrews is arranging interviews with them, to take place on Thursday, 25th April.

### **Meetings with AECOM and BMSDC**

I have arranged with both AECOM and BMSDC, to take place within the coming week and provisional agendas are being compiled for both meetings.

### **Planning Ahead**

I have compiled the following summary list of tasks we need to complete, supported by AECOM, BMSDC, the local consultant (when appointed) and other relevant agencies. Councillor Andrews is working on developing a work plan and a communications plan from the tasks list.

### **Tasks to do/get done:**

- Update, re-do evidence and background information
- Clarify vision and aims
- Update, re-do policies
- Working with AECOM, refine and clarify AECOM plan
- Design and presentation of NMTP
- Pulling together of AECOM plan and revised 2014 NMTP (including draft consultation statement) to create new draft NMTP
- Ongoing financial management

### **Meetings:**

- SCC re: Highways, Traffic Survey, Education (and meeting with Bosmere)
- BMSDC re: boundary changes, Housing Needs Survey, Screening for Strategic Environmental Assessment (who does actual Strategic Environmental Assessment?) • Local businesses
- Landowners/ developers
- Health - local doctors, commissioning Group
- Barking and other parishes
- ... at an appropriate point(s) ...
- Set up local reference group
- Ongoing consultation
- ... and ultimately ...
- Draft plan
- Pre-submission consultation on draft plan
- Independent examination
- Referendum

Spokes Meeting: 7pm, Wednesday, 24th April, in the Green Room to review NMTP (2014) policies

Cllr Potter advised the next Hub meeting will take place on 16<sup>th</sup> April at 7pm in the Town Council Office.

Cllr Potter added the posters used at the Community Consultation event will be displayed in future in Needham Market Community Centre. Cllr Andrews suggested, at the same time, it would be useful to make the consultation feedback form available.

Cllr Potter said the next public event will probably consist of a presentation involving a panel of representatives with a question and answer session.

Cllr C Campbell reported his initial analysis of feedback from the event exposed public concern regarding the impact a relief road may have on specific property values and that and other issues

will be responded to in the next edition of the Needham Market Newsletter. Also, the feedback contained many issues not within the purview of the Town Council.

### **C047/19 Clerk's Report and Correspondence to be noted.**

#### *1. Actions from Town Council Meeting 20.03.19*

**C040/19/3a** – Public Toilets. The requested agenda item has been postponed whilst the original proposal is under review

#### *2. Issues:*

- Annual Town Meeting 2019 – 7pm, Monday 29<sup>th</sup> April, Burton Room, Needham Market Community Centre. Town Council Annual Report required

The Clerk asked all Section Leaders to provide their text for the Annual Report within a fortnight in preparation for the Annual Town Meeting.

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

- Letter and information received from the Campaigns Manager, Seafarers UK inviting the Town Council to fly the Red Ensign for Marchant Navy Day 3<sup>rd</sup> September

### **C048/19 SECTIONS**

#### **C048/19/1 Finance/General Purposes**

##### **C048/19/1a 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 Annis proposed adoption of the accounts for payment. Cllr D Campbell seconded the proposal. Council agreed the proposal.

##### **C048/19/1b To receive a report from the Section Leader.**

There was no report.

#### **C048/19/2 Recreation & Sport**

##### **C048/19/2a To receive a report from the Section Leader.**

There was no report.

#### **C048/19/3 Town Property and Services**

##### **C048/19/3a To receive a report from the Section Leader**

There was no report.

#### **C048/19/4 Newsletter and Communications**

##### **C048/19/4a To receive a report from the Section Leader**

Cllr D Campbell reported a meeting had been held with the Town Council new website designer.

#### **C048/19/5 Planning**

Cllr Stansfield reported no Planning Section meeting had been held on Monday 1<sup>st</sup> April due to lack of relevant business.

##### **C048/19/5a Planning Decisions and other Notices received**

Cllr Stansfield reported the following:

**DC/19/00259 - Former Mid Suffolk District Council, 131 High Street - Application for Advertisement Consent - Erection of solid hoarding to the South and Western elevations of the caretakers cottage. A-Frame (triangular) sign board on the corner of Barretts Lane/Hurstlea Road and panel facing onto High Street.**

Planning Permission has been Granted

#### **C048/19/5b Planning Applications Received**

Cllr Stansfield reported the following planning application had been received:

**DC/19/01468 - 13 Barretts Lane - Erection of single storey rear extension.**

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

#### **C048/19/5c Planning Report**

Cllr Stansfield reported the Planning Section will next meet on Monday 15<sup>th</sup> April in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

#### **C048/19/6 Highways, Lighting and Footpaths**

##### **C048/19/6a 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. The report referred to:

#### **Babergh and Mid Suffolk Joint Area Parking Plan.**

We have received a copy of the Draft Joint Area Parking Plan from Chris Fry, Assistant Director Environment and Commercial Partnerships, Babergh & Mid Suffolk. His covering email reads as follows:

#### **Joint Area Parking Plan.**

We would like to hear your views on our Joint Area Parking Plan.

We have started a six-week period of consultation on the Babergh and Mid Suffolk's Joint Area Parking Plan. With the impending introduction of civil parking enforcement (CPE) across the majority of Suffolk (Ipswich Borough Council having already introduced CPE in 2005), each district and borough council need to develop their own local parking policies and objectives in area parking plans as part of the submission to government.

The Babergh and Mid Suffolk Joint Area Parking Plan is a completely new parking policy document. It sets out proposed parking policy objectives that will be adopted and the rationale behind them.

The Babergh and Mid Suffolk Joint Area Parking Plan contains eight broad parking policy statements which aim to set out what the parking plan is and what it is intended to achieve.

**It does not set out specific proposals for parking restrictions for specific areas, nor is it a blue-print to introduce paid parking** (my highlighting). What it does is to provide further details on how the councils would go about investigating requests or reviewing the need for waiting, loading and parking controls when and if they occur. It also sets out how we intend to engage with the local community and seek the views of local councils, businesses and residents.

To take part, simply click the button below to fill out our short survey. Our consultation is now open and will close on 3<sup>rd</sup> May 2019.

[Survey link](#)

(End)

Cllr Norris advised a section meeting will be held at 10am on Friday 12<sup>th</sup> April in the Town Council Office to discuss the proposed draft plan.

#### **HGV signage, Foxglove Avenue.**

The options previously approved by the Town Council, i.e. installing 'Unsuitable for HGVs' at the junction of Foxglove Avenue and Barking Road and moving the 'Weight limit ahead' sign further along Barking Road, have been advised to County Cllr. Kay Oakes and she has requested the County Council's Safety and Speed Management to progress these options.

#### **Claimed Public Right of Way, Hargrave Avenue to Barking Road.**

I am continuing to follow up this case and am awaiting the Inspector's decision in respect of the written representations relating to the two objections concerning the modified Order being implemented.

Cllr Norris added he had also received the draft 'Suffolk County Council (District of Mid Suffolk)(Stopping, Waiting and Loading Prohibitions and Restrictions and On-Street Parking Places)(Map-Based) Order 201. Maps showing the affected roads can be found on the Suffolk County Council website.

Cllr Norris expressed his thanks to County Councillor Kay Oakes in relation to her offer to cover the cost, from her locality budget, of the new HGV weight limit signage that is to be installed on Foxglove Avenue.

**C049/19 Questions under Standing Order 40.**

Cllr Annis asked if Councillors were aware of the latest position regarding the funding of the proposed refurbishment of the outside sports courts at Needham Market Community Centre, including, that an application for grant funding has been made to the Trustees of Needham Market Institute and Club, who currently hold in excess of £300,000 of community funds.

**The Meeting closed at 8pm.**

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