

## **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> July 2019 at 7:30pm.

**Present:** Cllr S Phillips (In the Chair), Councillors; N Andrews, C Campbell, D Campbell, JE Lea, MG Norris, M O'Shea, M Ost, P Potter and M Spurling.

### **Apologies for Absence:**

Cllr Annis – Holiday  
Cllr Mason – Work Commitment  
Cllr D Spurling – Unwell  
Cllr Stansfield – Holiday

Suffolk County Councillor Kay Oakes (attending Somersham Parish Council)

Absent: Cllr Darnell

**In Attendance:** Mid Suffolk District Councillors Mike Norris and Steve Phillips and the Town Clerk

### **C115/19 To witness Councillors Declarations of Acceptance of Office.**

There was no requirement.

### **C116/19 To confirm the Minutes of the Town Council Meeting held 19<sup>th</sup> June 2019.**

The Minutes of the Town Council Meeting held Wednesday 19<sup>th</sup> June 2019 were confirmed and signed by the Chairman.

### **C117/19 To receive Councillors' Declarations of Interest for Matters on the Agenda.**

Cllr Phillips – Accounts for Payment (Reimbursement of Expenses)  
Cllr M Spurling – Accounts for Payment

### **C118/19 To receive reports from the County Councillor, District Councillors and to take questions from members of the public**

County Councillor Kay Oakes provided a report which was tabled, and a copy of which will be appended to the Minute Book. The report included reference to:

- New Electric Vehicle Charging Points to be installed in Suffolk
- Conversations start as County Council seeks solutions to bus funding challenge
- Suffolk Pothole Repair Scheme to go countywide

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

### **Babergh & Mid Suffolk Local Plan**

Elected Members of Babergh & Mid Suffolk District Councils have Considered at full Council meeting held on Thursday 27<sup>th</sup> June and have approved to allow the progression of the Joint Local Plan to the next stage of consultation with the amendment of typing errors, also errors in local maps. Some ward boundaries were felt to be in the wrong place and would need to be changed.

### **Needham Lake visitors centre.**

The first round of meetings to move the project forwards are due to start in early August and should see plans ready for release to the public in October or November.

### **Middle School site and Ex MSDC HQ Site.**

Last week it was reported by ex-District Councillor Wendy Marchant to Mid Suffolk Public Realm Team that the two sites, Needham Market Middle School and the old MSDC HQ sites were looking “very shabby” and was promised that it would be investigated. I have not seen any improvement to either site so watch this space.

Cllr Phillips and Cllr Norris added individual District Councillors Locality Awards (grants) had increased (£6,250 to £7,350) as a result of fewer Councillors sharing the same pot of funding as in the previous year, although larger geographical wards applied in some cases.

Councillors discussed recent antisocial behaviour incidents that took place on the former Needham Market Middle School site. Despite being referred to Suffolk Police, no police attended the site.

**C119/19 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.**

The Mayor reported attending:

Saturday 22<sup>nd</sup> June – Suffolk Pride Event, Ipswich

Sunday 23<sup>rd</sup> June – Thetford Civic Service

**C120/19 To receive a report from the Needham Market Neighbourhood Plan Working Group.**

Cllr Andrews, Neighbourhood Plan Project Manager, presented his report which was tabled and a copy of which will be appended to the Minute Book. The report included reference to:

- Project Plan update
- Work in progress
- Work Completed
- Work to be Completed
- Financial Resources

**C121/19 Clerk’s Report and Correspondence to be noted.**

1. *Actions from Town Council Meeting 19.06.19*

None

2. *Issues:*

- Office email connection – incoming emails problem resolved
- CIL – update
- Gipsy Lane Rail Crossing Closure – Response received regarding venue for the reconvened Public Inquiry - Details of Network Rail Funding Agreement with Suffolk County Council received

Councillors requested the Clerk to again write to the Planning Inspectorate/Suffolk County Council regarding the provision of the relevant paperwork attached to the Public Inquiry

3. *Correspondence to be noted:*

- Letter dated 25<sup>th</sup> June from Suffolk County Council announcing the commencement of a public consultation for the Ipswich Northern Route (5<sup>th</sup> July to 13<sup>th</sup> September)

Councillors commented on the lack of notice given of the public consultation events and that, yet again, the County Council had provided information far too late to

advertise in the Town Council's monthly Newsletter, the event to be held in Needham Market (10<sup>th</sup> July)

- Email dated 1<sup>st</sup> July from Suffolk Association of Locals Councils regarding the re-launch of the Village of the Year Competition (deadline 21<sup>st</sup> July)

## **C122/19 SECTIONS**

### **C122/19/1 Finance/General Purposes**

#### **C122/19/1a 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 O'Shea questioned the purchase of a mayoral bi-corn hat at a cost of £442 (net). Cllr Lea explained the previous hat was purchased in 2000 and its replacement was long overdue.

Cllr Lea proposed adoption of the accounts for payment. Cllr Norris seconded the proposal. Council agreed the proposal.

#### **C122/19/1e To receive a report from the Section Leader**

There was no report.

### **C122/19/2 Recreation & Sport**

#### **C122/19/2a To receive a report from the Section Leader.**

Cllr Phillips reported he had not yet called a meeting of the Section as he is still awaiting quotations for works to be carried out at Crowley Park.

Cllr Andrews asked how the Skatepark Project was progressing. Cllr Phillips said the agreement between the Skatepark Committee and the Town Council for locating the skatepark on Crowley Park had been formalised and the Committee will now complete the necessary fundraising, selection of a supplier/contractor and completion of the facility. Following completion, the skatepark will be handed over to the Town Council, although ongoing maintenance and day-to-day operation of the facility will be shared between the Council and the Committee.

### **C122/19/3 Town Property and Services**

#### **C122/19/3a To receive a report from the Section Leader**

Cllr Lea reported there will a Section meeting at 10am on Tuesday 16<sup>th</sup> July at 10am in the Town Council Office.

Cllr Lea reported meeting with the newly appointed Needham Market Railway Station Adopter and works have started on improving the station environment. Needham in Bloom members will be supporting the Station Adopter.

Cllr Lea reported it is anticipated the flagpole currently standing at the rear of the former Mid Suffolk District Council Office site will be relocated in the town centre.

Cllr Potter asked what progress is being made with the purchase and location of new temporary public toilets. The Clerk reported the available site on Barretts Lane has been assessed for mains service connections and information on a suitable building is awaited.

### **C122/19/4 Newsletter and Communications**

#### **C122/19/4a To receive a report from the Section Leader**

Cllr D Campbell presented Notes from the Section meeting held on Thursday 27<sup>th</sup> June, which were tabled and a copy of which will be appended to the Minute Book.

The meeting had focussed on feedback following the redesign of the newsletter, potential further changes/improvements and the need for a review of advertising rates.

Cllr Andrews added brief details of the progress being made on the creation of the new Town Council website.

Cllr D Campbell proposed adoption of the Section Meeting Notes. Cllr C Campbell seconded the proposal. Council agreed the proposal.

### **C122/19/5 Planning**

Cllr Stansfield had provided Notes from the Planning Section meeting held on Monday 1<sup>st</sup> July, which were tabled and a copy of which will be appended to the Minute Book.

### **C122/19/5a Planning Decisions and other Notices received**

Cllr Phillips reported the following Planning Decisions or Notices had been received:

#### **DC/19/02456 (+ DC/19/02457 Listed Building Consent) - 2 Hawks Mill Street - Rebuilding boundary wall.**

Planning permission has been granted.

### **C122/19/5b Planning Applications Received**

Cllr Phillips reported the following planning application had been received:

#### **DC/19/03016 - Unit 2/2a, Plot 8 Lion Barn Industrial Estate, Maitland Road, Lion Barn Industrial Estate - Change of use of Dog Day Centre (Sui Generis) to Business/Industrial/Storage Use (Classes B1/B2/B8).**

The Section considered this application and as usual appreciated the need for change of use for the commercial properties on the Lion Barn Industrial Estate. It will rely on the technical knowledge of the Planning Officer at BMSDC that the building is appropriate and building regulations are followed if structural alterations are needed.

The Section recommended Council supports Approval of this Application.

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

It had been brought to the attention of the Planning Section that BMSDC has no policy in Planning terms relating to Play Areas on new Housing Developments (such Play areas fall into three categories, 'LAP' for Toddlers, 'LEAP' for toddlers to pre-teen, 'NEAP' for teenagers). The Section related back to its comments and recommendation of its meeting on the 3rd June 2019 concerning Planning Application reference DC/19/02363 (the proposal and location being the submission of details for Outline Planning Application 3679/13 and appeal reference APP/W/15/300479 - Appearance, Landscaping and Scale for a residential development of 38 dwellings on Land, Hill House Lane).

The Section recommended the Town Council submit an additional comment being made to Mid Suffolk District Council concerning the inclusion of a 'LAP' play area in a suitable location for 'Toddlers' and their Parents within the Development.

Cllr Phillips proposed Council submit an additional comment in line with the Section's recommendation. Cllr M Spurling seconded the proposal. Council agreed the proposal.

### **C122/19/5c Planning Report**

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

### **C122/19/6 Highways, Lighting and Footpaths**

#### **C122/19/6a To receive a report from the Section Leader**

Cllr Norris advised and updated Councillors on various roadworks that impact on the local area including:

- Coddenham Road/Lion Lane commenced 17<sup>th</sup> June (Phase 1)
- Connection of a new electricity supply, High Street (Stowmarket Road end) commencing 15<sup>th</sup> July
- Drainage works on the A1120 commencing 19<sup>th</sup> July

Councillors raised the effect the regular incidence of road works and road closures has on visitor numbers to the town and the subsequent impact on the local economy.

**C123/19 Questions under Standing Order 40.**

Cllr M Spurling asked if Councillors were aware of local shops having to dispense with staff due to loss of trade since the decision of Mid Suffolk District Council to relocate their office headquarters from Needham Market to Ipswich.

Cllr Lea asked if Councillors were aware of the forthcoming Needham Market History Weekend (10<sup>th</sup>/11<sup>th</sup> August).

**The Meeting closed at 8:24pm.**

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