

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 2nd October 2019 at 7:30pm.

Present: Cllr S Phillips (In the Chair), Councillors; BE Annis, RP Darnell, JE Lea, MG Norris, M Ost, M O'Shea, P Potter, M Spurling and X Stansfield.

Apologies for Absence:

Cllr C Campbell – Work Commitment
Cllr D Campbell – Family Commitment
Cllr I Mason – Business Commitment

Suffolk County Councillor Kay Oakes (attending Somersham PC)

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

C167/19 To confirm the Minutes of the Town Council Meeting held 18th September 2019.

The Minutes of the Town Council Meeting held Wednesday 18th September were confirmed and signed by the Chairman.

C168/19 To receive Councillors' Declarations of Interest for Matters on the Agenda.

Cllr MG Norris – Planning Matters and Accounts for Payment

C169/19 To receive reports from the County Councillor, District Councillors and to take questions from members of the public

There was no County Councillor report.

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 referred to:

Joint Local Plan consultation closes.

Thank you to all Town and Parish Councils, and to all residents, who took part in the Joint Local Plan consultation. This has now ended, with the deadline for responses being Monday, 30th September. Mid Suffolk's Strategic Planning Team will now be going through all the comments received and consider how to amend the draft plan accordingly. We will of course keep you up to date with the next steps, and you can find all the information on the Joint Local Plan on Mid Suffolk's website.

Residents invited to tour Suffolk's Energy from Waste facility.

Did you know Suffolk's non-recyclable waste helps to power the equivalent of 30,000 homes? You can head to a Suffolk Energy From Waste facility tour to find out how. All you need to do is to book a space via their website, suffolkefw.co.uk/contact/book-a-visit.

Recycling information at your fingertips

With recycling high on the agenda for Mid Suffolk's Joint Overview and Scrutiny Committee this month, and in line with MSDC's 2030 carbon reduction and greenest county ambitions, highlighted below are the key online resources available when navigating the dos and don'ts of recycling. These can be accessed via the website suffolkrecycling.org.uk:

- What can go in recycling bins – includes the changes which saw Tetra Pak drinks cartons and metal pots, pans and trays no longer being accepted in curb side recycling bins, but still accepted at 11 of Suffolk's Recycling Centres
- Where to recycle glass bottles
- Recycling centres in Suffolk
- Home composting
- A-Z of recycling

Green light to transform Stowmarket Middle School into much-needed homes.

Planning permission has been granted to transform the former Stowmarket Middle School site into 38 affordable homes. At a meeting of Mid Suffolk's Development Control Committee on 18th September, councillors voted to grant permission for the redevelopment of the site in Walnut Tree Walk, which has been redundant since the closure of the school in summer 2015.

District Councillor Mike Norris added he is chasing up Mid Suffolk District Council regarding the delay in the issuing of formal planning application approval in relation to the former Needham Market Middle School site.

C170/19 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.

There were no activities to report.

C171/19 To receive a report from the Needham Market Neighbourhood Plan Working Group.

Cllr Potter referred Councillors to the new Working Plan covering the activities involved in the creation of the Neighbourhood Plan and reminded Group members of the meeting due to take place on Friday 4th October, 10am in the Green Room, Needham Market Community Centre.

C172/19 To consider management of funds allocated to the (Needham Market) Railway Station Adopter Scheme.

Cllr Lea explained the circumstances which led to the request to the Town Council for help in managing funds allocated towards making improvements to the railway station. The duration of the need for management of funds will be short-term.

Cllr Darnell proposed Council accede to the request. Cllr Spurling seconded the proposal. Council agreed the proposal.

C173/19 Clerk's Report and Correspondence to be noted.

1. Actions from Town Council Meeting 18.09.19

- **C163/19** – Contact with MSDC regarding JLP Housing Growth figure (497) outstanding.
- **C164/19** – email to SCC regarding former NMMS Playing Field sent 20.09.19.

2. Issues:

- Needham Market Civic Service Sunday 13th October 2019 – St John the Baptist Parish Church at 3pm. Pre-Service Procession from Needham Market Community Centre to Church leaving at 2:50pm. Procession back to the Community Centre at the conclusion of the Service for refreshments
- Town Council Casual Vacancies (2) – Call for election period ended 20th and 26th September respectively with no notice of a call for an election. Advertising of vacancies to be included in the November Newsletter.
- Remembrance Service 2019 (Bosmere Primary School and RBL) – Monday 11th November at Barretts Lane Corner.
- Electoral Review of Suffolk – Briefing to be held by the Local Government Boundary Commission at 18.30 on Thursday 10th October at Endeavour House, Ipswich.
- Needham Market & Barking Welfare Charities – Full set of Accounts for the Financial Year ending 31st March 2019 received.

3. Correspondence to be noted:

- Letter received 1st October 2019 from a resident of the Jubilee Crescent housing development regarding maintenance of the Public Realm area.

- Letter received 1st October 2019 from the Friends of Needham Market Community First Responders thanking the Town Mayor (2018/19) for the £560 Mayor's Charity Account donation.

C174/19 SECTIONS

C174/19/1 Finance/General Purposes

C174/19/1a 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 Stansfield seconded the proposal. Council agreed the proposal.

C174/19/1b To receive a report from the Section Leader

Cllr Annis reported, whilst the Council's external auditors had signed off the 2018/19 Accounts with no reference to any financial matters, a delay in Council's internal audit process had resulted in the missing of the start date for the availability for public scrutiny of the accounts by two days.

Councillors commended the Council's Responsible Finance Officer (Deputy Clerk) on receiving a clean external financial audit.

C174/19/2 Recreation & Sport

C174/19/2a To receive a report from the Section Leader.

There was no report.

C174/19/3 Town Property and Services

C174/19/3a To receive a report from the Section Leader

Cllr Lea reminded Councillors a Section meeting will be held on Wednesday 9th October at 10am in the Town Council Office.

C174/19/4 Newsletter and Communications

C174/19/4a To receive a report from the Section Leader

There was no report.

C174/19/5 Planning

Cllr Stansfield reported no Planning Section meeting had been held on Monday 30th September due to lack of relevant business.

C174/19/5a Planning Decisions and other Notices received

Cllr Stansfield reported the following Planning Decisions or Notices had been received.

DC/19/03592 - Application for Planning Permission without Compliance of Condition(s) - The Swan, 9 High Street - Application under Section 73 of the Town and Country Planning Act - Variation of Condition 4 (Restriction on use of garden) and Condition 5 (Doors to be self-closing) on Planning permission DC/19/00887 Installation of new patio doors to rear elevation, Installation of new patio area with jumbrellas. Installation of play equipment and picket fence.

Planning Permission has been Granted

DC/19/03735 - 1 Willow Walk - Erection of single storey front extension.

Planning Permission has been Granted

DC/19/03952 – 10 Crown Street - Erection of single storey rear extension following demolition of existing conservatory.

Planning Permission has been Granted

C174/19/5b Planning Applications Received

Cllr Stansfield reported the following planning application had been received:

DC/19/04474 and 04475 (Householder Planning Application and Application for Listed Building Consent) – The Coach House, The Causeway – Change 2No windows on the SW Elevation from wood to grey aluminium powder coated frames.

Councillors discussed the need for householders to be able to enjoy modern living standards in conjunction with the preservation of buildings within the town’s Conservation Area. On balance, the debate concluded with a proposal from Cllr O’Shea that Council should object to the applications. Cllr Annis seconded the proposal. Council agreed the proposal. The Clerk agreed to seek further information on the applications prior to submitting Council’s recommendation.

C174/19/5c Planning Report

Cllr Stansfield reported correspondence between the Council and a resident whose property shares a boundary with the area of land off Hill House Lane which has received planning approval for a new housing development.

Cllr Stansfield reported the Planning Section will next meet on Monday 14th October in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

C174/19/6 Highways, Lighting and Footpaths

C174/19/6a To receive a report from the Section Leader

Cllr Norris gave a verbal report referring to:

- Overgrowth on the pavement at the Chainhouse Road/Jackson Way junction – the resident of the property from where the overgrowth emanates is to resolve the problem

Cllr Spurling raised the problem of overgrowth on the access from School Street through to Chainhouse Road. Cllr Norris agreed to investigate that issue plus he will also look into the nearby problem of tree growth overhanging the entrance to Drift Court.

C175/19 Questions under Standing Order 40.

Cllr Annis asked if Councillors were aware of the appearance of the vacant site in the High Street the condition of which is beginning to deteriorate.

Cllr Spurling asked if Councillors were aware of two forthcoming events at the Community Centre, Public Consultation on the proposed Needham Lake Visitor Centre and the Annual General Meeting of the Needham Market & Barking Welfare Charities.

The Meeting closed at 8:15pm.

Chairman **Date**