

## **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 18<sup>th</sup> December 2019 at 7:30pm.

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

**Apologies for Absence:**

Cllr RP Darnell - Holiday

Cllr I Mason – Holiday

**In Attendance:** Suffolk County Councillor Kay Oakes, Mid Suffolk District Councillors Mike Norris and Steve Phillips and the Town Clerk.

**C217/19 To confirm the Minutes of the Town Council Meeting held 4<sup>th</sup> December 2019.**

The Minutes of the Town Council Meeting held Wednesday 4<sup>th</sup> December 2019 were confirmed and signed by the Chairman.

**C218/19 To receive Councillors' Declarations of Interest for Matters on the Agenda.**

Cllr BE Annis - Accounts for Payment

Cllr MG Norris – Planning Matters

Cllr S Phillips – Accounts for Payment (Reimbursement of Expenses)

Cllr M Spurling – Accounts for Payment

Cllr X Stansfield – Accounts for Payment (Community Centre)

**C219/19 To receive reports from the County Councillor, District Councillors and to take questions from members of the public**

County Councillor Kay Oakes gave a verbal report on the following:

Highways – meeting held with a Suffolk County Council Highways Engineer regarding design and cost (including installation) of road signs. The signage (HGV Limit) to be installed on Barking Road has been agreed. Road centre bollards in the High Street and Stowmarket Road are not operating and may need to be replaced (potentially funded from the County Councillor's locality budget).

Cllr Phillips commented on the B1113 road surface in the Great Blakenham area which is constantly covered in mud and debris from adjacent business activities such as the new Persimmon housing development site.

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:

**The Needham Market Lake visitors centre**

**Plans for a £600,000 visitor centre/cafe at Needham Lake have been approved and a local operator selected to run it – supporting local youth work and boosting tourism to the town.**

Plans for the new centre which will function as a community event space, café and feature a fully accessible Changing Places facility – the first in Needham Market, were granted planning permission at Wednesday's (11 December) Mid Suffolk Development Control meeting.

The centre with the proposed facilities, will improve the offer to visitor and residents at the East of England's most visited free attraction. Additionally, the local economy will benefit with the provision of a new community venue and more outdoor leisure activities.

The centre will feature a completely accessible Changing Places facility, equipped with an adult-sized changing bench, hoist and shower to support people who are severely disabled in addition to general public convenience provision. The Changing Places facility will be funded in partnership with Needham Market community groups.

127 Trading Limited, a trading entity of the Mix, has been selected as preferred tenants of the centre. They will manage the day to day running of the centre and café/restaurant on a ten-year lease manage. Working in partnership with the community they will offer a range of activities to help connect the people and attract visitors. This is something Mike and Wendy have been advocating for some years now and are pleased to see it come to fruition.

## **Christmas opening hours 2019**

**MSDC offices will be open over Christmas, only closing on the bank holidays.**

You will still be able to make face to face enquiries and telephone calls on the MSDC number 0300 123 4000 over the Christmas period.

MSDC offices **will be closed on the bank holidays** (25, 26 December and 1 January). the Customer Access Point in Stowmarket will reopen on 27 December as usual.

### **C220/19 To receive a report of the activities of the Mayor and Deputy Mayor on behalf of the Town.**

Cllr Phillips and Cllr Lea had both attended the Community Carol Concert held at Needham Market Community Centre on Monday 9<sup>th</sup> December.

### **C221/19 To receive a report from the Needham Market Neighbourhood Plan Steering Group.**

Cllr Stansfield reminded Councillors a Needham Market Neighbourhood Plan Public Consultation Event will take place on Friday 17<sup>th</sup> January, 6pm to 9pm and Saturday 18<sup>th</sup> January, 10am to 3pm in Needham Market Community Centre. In relation to the event, he suggested a theme 'Get Needham Market Neighbourhood Plan Done', be used as the basis for advertising its purpose. Councillors agreed with the suggestion. The Clerk advised how publicity for the event would be managed.

### **C222/19 Clerk's Report and Correspondence to be noted.**

There was no report.

## **C223/19 SECTIONS**

### **C223/19/1 Finance/General Purposes**

#### **C223/19/1a 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 Norris proposed adoption of the accounts. Cllr Lea seconded the proposal. Council agreed the proposal.

#### **C223/19/1b To receive a report from the Section Leader**

Cllr Annis reported a meeting of the Finance & General Purposes Section will take place at 10am, on Tuesday 4<sup>th</sup> February 2020, in the Town Council Office.

### **C223/19/2 Recreation & Sport**

#### **C223/19/2a To receive a report from the Section Leader.**

There was no report.

### **C223/19/3 Town Property and Services**

#### **C223/19/3a To receive a report from the Section Leader**

Cllr Lea reported problems affecting the lighting on two of the Christmas trees displayed in the High Street are being followed up with Suffolk County Council.

Cllr Lea gave a brief update on progress on the project to install a new temporary public toilet building on the Barretts Lane car part.

### **C223/19/4 Newsletter and Communications**

### **C223/19/4a To receive a report from the Section Leader**

There was no report.

### **C223/19/5 Planning**

Cllr Stansfield presented Notes from the Planning Section meeting held on Monday 16<sup>th</sup> December, which were tabled and a copy of which will be appended to the Minute Book.

### **C223/19/5a Planning Decisions and other Notices received**

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

#### **Planning Application Approved**

**DC/18/04811** - Erection of 41 Affordable dwellings (Class C3) (following demolition of existing buildings). Conversion of Victorian building to library (Class D1) and associated works including parking, highways and landscaping - Site at Needham Market Middle School, School Street

The Section advocate the Town Council discuss how to make residents aware of the long list of conditions and restraints (which contain details about deliveries, parking, working times et cetera) pertaining to this granting, and how best to disseminate the information to Needham Market residents e.g. A note in the Town Council News article in the February edition Newsletter and perhaps information on the Town Council Noticeboards on how to access information on the Mid Suffolk District Council website.

Planning Permission has been Granted

Councillors agreed the measures advocated by the Planning Section, regarding publicity on the conditions attached to the Planning Permission for the development site at the former Needham Market Middle School, including information in the February edition of the Needham Market Newsletter, posters for the town notice boards, information placed in the Town Library plus a localised letter drop.

Cllr Phillips proposed the Town Council write to Mid Suffolk District Council stating the level of objection in the town to that Council's intention to develop the former Needham Market Middle School site and, to encourage a dialogue on how mitigation of anticipated problems could be achieved. Cllr Ost seconded the proposal. Council agreed the proposal.

**DC/19/05188** - 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 a single storey rear extension – 2 Chainhouse Road.

The Planning Notice stated: Formal Approval NOT Required.

### **C223/19/5b Planning Applications Received**

Cllr Stansfield reported the following Planning Application had been received.

**DC/19/05145** - Change of Use of land as touring caravan park; Erection of warden's accommodation, toilet and sewage treatment plant. Land West of Badley Hill, Badley

The Section considered the plans and information accompanying this application and had concerns about the positioning of the Sewage treatment plant on the site and that it should not be constructed into an area near the floodplain. The Section also considered it preferable that the facility be screened by the planting of trees at appropriate locations to obscure views of the Site from the nearby highway. Section members would also expect daily monitoring of the site by a warden throughout the entire year to ensure its intended proper use was not abused. The Section also considered the positive advantages of encouraging tourism to the benefit of the High Street and associated businesses.

The Section Recommends Conditional Approval of this Application.

Cllr Reardon referred to a resident's letter of objection which has been posted on the Mid Suffolk District Council planning website.

Cllr Stansfield referred to comments posted on social media pertaining to the planning application.

Cllr Norris said he was in the process of speaking to the Planning Officer allocated to this case to request the decision be referred to a Planning Committee.

Cllr Stansfield proposed Council support approval of the application, with conditions, as described above. Cllr Ost seconded the proposal. Council agreed the proposal.

**C223/19/5c Planning Report**

Cllr Stansfield had brought to the attention of the Section that it has had no Deputy leader for some time and the matter should be rectified. Cllr Ost proposed Cllr O'Shea and the motion was seconded by Cllr Stansfield. The motion was carried.

Cllr Stansfield reported the Planning Section will next meet on Monday 13<sup>th</sup> January 2020 in the Town Council Office at 7pm. Unless Section Members are informed by email of a cancellation.

**C223/19/6 Highways, Lighting and Footpaths**

**C223/19/6a To receive a report from the Section Leader**

Cllr Norris reported the large waste collection bin, that was positioned in front of a business premises opposite St John's Church, has been removed.

Cllr Norris, referring to the recent formal notice issued in relation to the reinstatement of a footpath off Barking Road, confirmed the footpath width will be 2.5m. He also confirmed the formal notice remained in the 6-week period allowed for legal challenge, although such challenge could only be based on the process undertaken leading to the issue of the notice.

**C224/19 Questions under Standing Order 40.**

There were no questions.

**The Meeting closed at 8:25pm.**

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