



Needham Market Town Council Community & Assets Committee Minutes – 20th October 2021

Present: Cllr Phillips, Chairperson, Cllrs Annis, Lea, Stansfield, Wright.

Five members of public and the Town Clerk were in attendance.

CA022/21 Chairperson's Welcome and Apologies for Absence.

Apologies received from: Cllr Norris.

CA023/21 To receive and confirm the Minutes of the Community & Assets Committee held 18th August 2021.

Cllr Lea proposed the Committee adopt the Minutes from its meeting held on 18th August 2021. Cllr Wright seconded the proposal. The Committee agreed the proposal.

CA024/21 To receive Councillors Declarations of Interest for items on the agenda.

There were no Declarations of Interest.

CA025/21 To consider the scope of the Committee's responsibilities.

The Committee referred to the delegated authority terms under which the new Committee is operating and proposed no change.

CA026/21 To consider outstanding projects including those in course of delivery.

Updates were received on:

- Crowley Park Skate Park Project
The Clerk is due to submit the necessary planning application shortly.
- Temporary Skate Park Equipment for Crowley Park

Cllr Stansfield proposed Council pay the £225 annual cost of insurance cover for the use of the temporary skate park equipment on Crowley Park. Cllr Wright seconded the proposal. The Committee agreed the proposal. The temporary equipment is due to be brought to Crowley Park for storage and use shortly.

- **Crowley Park Pavilion and Former Clubhouse Building**
A planning consultant has been engaged who is due to produce preliminary drawings.
- **New Public Toilets, Barretts Lane**
Cllr Annis proposed a defibrillator be obtained to locate at the site of the new public toilets. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.
- **Needham Market Library**
Further delays to the transfer of the library from its current building to its new building have been reported.
- **Edge of Town Signs**
The Clerk reported Suffolk County Council Highways Assurance Service had made contact and the refurbished signs are due to be collected from Crowley Park and re-erected in the next few days.

CA027/21 To receive a report on the management of the Committee's finances including, consideration of the Committee's budget 2021/22 and a review of fees charged for services.

The Clerk reported a Neighbourhood CIL payment of £21,635.32 had been received for the period 1st April 2021 to 30th September 2021. This increased the total CIL fund retained to £30,508.92, of which £12,000 is committed to provide for new street furniture in the town. The Clerk stressed the need for the Committee to draw up proposals for prioritising CIL fund expenditure.

The Clerk reported the Council's financial management framework was evolving to reflect the change from Sections to Committees. This would result in a large core budget, administered centrally, for regular and inescapable items of expenditure leaving the Community and Assets Committee with a clear picture of funds which it can allocate in support of resolutions it makes.

CA028/21 To consider new projects, their prioritisation and funding.

The Committee confirmed completion of existing projects is its key priority.

CA029/21 To consider the Council's Communications functions.

There was no report.

CA030/21 To receive a report from Council's Civic Events Working Group.

Cllr Lea gave an update on arrangements for the Needham Market Remembrance Service 2021.

Cllr Lea referred to the Queen's Platinum Jubilee 2022 and those plans that are starting to come together to celebrate the event. Cllr Lea asked for a relevant item to be included on the next full Town Council meeting agenda to start to explore grant funding availability to support the event.

Cllr Annis reported the Christmas Tree lights will be tested during November. Any problems will be resolved before their being switched on 27th/28th November.

CA031/21 To consider Crime Prevention and Community Health and Wellbeing issues.

The Clerk referred the Committee to the Suffolk Police & Crime Commissioner's consultation on the draft new Police and Crime Plan.

Cllr Lea reported incidents of anti-social behaviour (ASB) in the town. The perpetrators are a known group led by an individual who has been identified by local Police. Their activities include ASB affecting road users and members of public in general as well as vandalising public street furniture. The Clerk reported discussion with the local Safer Neighbourhood Team had provided some assurance the individual who leads the small group of perpetrators are at the point where formal Police action will follow should their involvement in ASB continue. Cllr Phillips expressed his concern that whilst this small group of perpetrators has such a significant impact on the town, with Police knowledge, the action taken to date has not proved effective. The Clerk agreed to contact the Stowmarket Safer Neighbourhood Team to request more vigilance in stamping out the ASB problem.

CA032/21 To consider the Council's role in Climate Emergency.

The Clerk suggested the forthcoming COP26 Conference might inspire some local thought in relation to what could be carried out, that supports efforts to control climate change, such as tree planting schemes in the town.

Cllr Phillips requested the Committee consider a replacement Committee Vice-Chairperson following the resignation of Cllr Kett.

Cllr Phillips proposed Cllr Wright as the Committee Vice-Chairperson. Cllr Lea seconded the proposal. The Committee agreed the proposal.

The Meeting closed at 8:05pm.

Signed..... Committee Chairperson

Date.....