



Needham Market Town Council Community & Assets Committee Minutes – 15th December 2021

Present: Cllrs Annis, Darnell, Lea, Norris, O’Shea, Stansfield.

The Town Clerk was in attendance.

CA033/21 Chairperson’s Welcome and Apologies for Absence.

In the absence of the Committee Chairperson and Vice Chairperson, Cllr Annis proposed Cllr Lea take the Chair. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

Apologies received from: Cllrs Mason, Phillips, Reardon and Wright.

CA034/21 To receive and confirm the Minutes of the Community & Assets Committee held 20th October 2021.

Cllr Lea proposed adoption of the Minutes from the Community & Assets Committee held 20th October 2021. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

CA035/21 To receive Councillors Declarations of Interest for items on the agenda.

There were no Declarations of Interest.

CA036/21 To consider the scope of the Committee’s responsibilities.

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

CA037/21 To consider outstanding projects including those in course of delivery.

Updates were received on:

- **Crowley Park Skate Park Project**
The Clerk reported the necessary Planning Application for floodlighting of the skate park and the MUGA areas has been submitted to the Planning Authority.
- **Temporary Skate Park Equipment for Crowley Park**
The Clerk reported the temporary skate park equipment has been delivered to Crowley Park and is being securely stored in a container.
- **Crowley Park Pavilion and Former Clubhouse Building**
The Clerk reported a Planning Application has been submitted to the Planning Authority seeking approval for the proposed alterations and extension to the existing buildings.
- **New Public Toilets, Barretts Lane**
The Clerk reported a small storage facility has been installed to the rear of the public toilet building and the toilet units are now equipped for use. Opening of the toilets will depend on how the current Covid situation develops.
- **Crowley Park**
The Clerk reported the Annual Park and Play Equipment inspection had been carried out on 8th December and an Inspection Report has been received. A number of risks have been identified, most of which are assessed in the low category. Overall, no issue has been identified as high risk. A work plan to mitigate the identified risks will be drawn up as soon as possible.

Councillors discussed the Skate Park Project and concluded a meeting with the Skate Park Committee would be appropriate now the first phase of development (i.e. the MUGA) was imminent.

The Clerk reported the Council had received a phone call from a prospective purchaser of a property on the Hurstlea Road housing development, regarding the proposed skate park on Crowley Park. The Clerk said it was disturbing to be told during the telephone conversation, Mid Suffolk District Council, the owner of the new housing development, denied any knowledge of the proposal for the skate park.

Cllr Annis confirmed the High Street Christmas Trees would be taken down after the festive season and a decision on whether they were to be reused or replaced would need to be considered.

CA038/21 To review fees charged for services.

The Clerk provided a report detailing suggested charges for advertising space in the Needham Market Newsletter for 2022/23 on the assumption charges would be reinstated following the current Covid based waiving of charges.

Cllr Darnell proposed Council adopt the charges as detailed in the report. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

CA039/21 To consider requests for grants/donations.

The Clerk referred the Committee to an email dated 4th December, from the Needham Market Library Manager requesting financial support towards the annual cost of the library broadband fee. 50% of the fee, £512.94, was requested.

Cllr Lea said the Town Council has provided the same financial support in prior years and proposed this continue for the 2021/22 period, as requested. Cllr O'Shea seconded the proposal. The Committee agreed the proposal.

The Clerk reported on an email received from Stowmarket Citizen's Advice thanking the Town Council for its most recent donation to that service.

CA040/21 To consider new projects, their prioritisation and funding.

The Clerk reported on emails received from Mid Suffolk District Council regarding the 'Welcome Back' initiative. The Committee agreed, based on past experience, it continue to focus on its current list of priority projects for the foreseeable future.

CA041/21 To consider the Council's Communications functions.

There was no report.

CA042/21 To receive a report from Council's Civic Events Working Group.

Cllr Lea reported the Working Group is to meet again after the Christmas/New Year period.

CA043/21 To consider Crime Prevention and Community Health and Wellbeing issues including the approach to dealing with traffic speeding in the town.

Cllr Norris reported he is looking into the installation of a traffic Speed Indicator Device with Suffolk County Councillor Kay Oakes. A discussion ensued on types of traffic speed measuring devices and where they might be located in the town. Cllr Norris agreed to report again when a proposal is developed further.

The Clerk reported he had met with the Stowmarket Safer Neighbourhood Team's Community Liaison Officer to discuss the incidents of anti-social behaviour apparent in the town.

CA044/21 To consider the Council's role in Climate Emergency.

The Clerk reported the Town Council's proposed alterations and improvements to Crowley Park Pavilion take full account of the potential to include environmentally friendly materials and fittings including a heat source pump.

The Meeting closed at 8:15pm.

Signed..... Committee Chairperson

Date.....