



**Needham Market Town Council
Community & Assets Committee
Minutes – 16th February 2022**

Present: Cllrs Phillips (Chairperson) Annis, Lea, Norris, O’Shea, A Reardon.

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

CA001/22 Chairperson’s Welcome and Apologies for Absence.

Apologies received from: Cllrs Cave, J Reardon, Stansfield and Wright.

Cllr Phillips asked Cllr A Reardon, who had been co-opted onto Council at the Full Town Council meeting held 19th January 2022, to read out her Declaration of Acceptance of Office.

Cllr A Reardon read out the Declaration of Acceptance of Office and signed it. The Clerk countersigned it as Proper Officer.

CA002/22 To receive and confirm the Minutes of the Community & Assets Committee held 15th December 2021.

Cllr Phillips proposed adoption of the Minutes from the Community & Assets Committee held 15th December 2021. Cllr Lea seconded the proposal. The Committee agreed the proposal.

CA003/22 To receive Councillors Declarations of Interest for items on the agenda.

There were no Declarations of Interest.

CA004/22 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.

CA005/22 To consider outstanding projects including those in course of delivery.

Updates were received on:

- **Crowley Park Skate Park Project**
The Clerk reported the Planning Permission for the installation of floodlights for the Skatepark and the MUGA has just been received. The next task is to consider the supply of electric for the floodlights. The Clerk requested the Committee to endorse the approach being taken to the project, which has to ensure all aspects of the Council's involvement is carried out in accordance with securing the Council's interests and in accordance with its statutory obligations.

Cllr Phillips proposed the Clerk continue his brief in accordance with managing the Council's interest and obligations. Cllr Lea seconded the proposal. The Committee agreed the proposal.

- **Temporary Skate Park Equipment for Crowley Park**
The Clerk reported the temporary skate park equipment is to be used for two days during the forthcoming school half-term period.
- **Crowley Park Pavilion and Former Clubhouse Building**
The Clerk confirmed planning permission has been granted for the improvements and extension to Crowley Park pavilion and the former clubhouse building however, The Mix has requested a further dialogue on the current proposed internal layout which may require a revision to the existing plan.

Cllr Phillips proposed, in view of the unavoidable delays in taking the project forward and the impending deadline on the release of funding, the project now needs to be completed at pace. Cllr Norris seconded the proposal. The Committee agreed the proposal.

- **New Public Toilets, Barretts Lane**
The Clerk reported the toilets are set to be opened on 1st March 2022. The Council's Parkkeeper will extend his duties to include the daily opening, closing and cleaning of the toilets.

CA006/22 To consider requests for grants/donations.

The Clerk referred the Committee to the grants/donations budget remaining in the current fiscal period and that which Council has adopted for 2022/23.

A request received from Needham Market Chinwag for a donation to fund the purchase of audio equipment had been received.

Cllr Phillips proposed a donation of up to £200 be awarded to Needham Market Chinwag. Cllr Norris seconded the proposal. The Committee agreed the proposal.

Cllr Annis declared an interest in the next item and did not partake in discussion nor in the vote.

Cllr Phillips proposed £4,500 be granted to Citizen's Advice (Stowmarket) and £1,600 be granted to the Community Centre Committee as a contribution towards the operation of the Community Minibus. Cllr O'Shea seconded the proposal. The Committee agreed the proposal.

CA007/22 To consider new projects, their prioritisation and funding.

The Clerk reported he has been in discussion with Suffolk County Council regarding the leasing by Council of the former Needham Market Middle School Playing Field and the licences currently in place for use of the playing field. A request has been made to the County Council for access to and use of the playing field for part of the Queen's Platinum Jubilee Event.

Cllr Norris reported Suffolk County Councillor Kay Oakes is to cover the cost, from her locality budget, of traffic speed indicators which are to be located on the main routes into Needham Market.

The Committee extended its thanks to Cllr Norris for the time and effort he has invested in trying to bring forward a resolution of the noise and property damage problem being caused by the current diversion, at night, of Heavy Good Vehicles through Needham Market on the B1113. Cllr Norris described the circumstances caused by the diversion and the frustration he is having with getting those in authority to make positive change.

CA008/22 To consider the Council's Communications functions including the creation of a Town Council Facebook page.

Cllr A Reardon referred to Cllr J Reardon's email sent to Councillors regarding his proposals for the Town Council's website as well as describing the changing approach users of Facebook are adopting.

Cllr Phillips commented the Council is, when appropriate, using the Needham Market Noticeboard Facebook platform to relay information on social media and that should continue until such time as Councillors are fully appraised of the options and proposals for the future.

Cllr A Reardon said she would pursue the need for the Council to review its approach to the use of social media aware the Council requires a relevant policy to adopt a change of approach. The Committee suggested the future use of

social media by the Council be an agenda item for the 16th March Full Town Council meeting.

Cllr Lea said she thought it unfortunate the February edition of the Needham Market Newsletter included a photograph from the locally hosted Liberal Democrats Quiz, which showed attenders displaying a political message. This did not sit comfortably with the Town Council's vehement non-political status and any repeat must be avoided.

CA009/22 To receive a report from Council's Civic Events Working Group.

Cllr Phillips referred to the subgroup formed to take forward the planning of events to celebrate the Queen's Platinum Jubilee and proposed Cllr Lea be appointed to act as lead of the subgroup. Cllr O'Shea seconded the proposal. The Committee agreed the proposal.

Cllr Lea confirmed the subgroup's next meeting is to be held on 17th February.

Cllr Lea referred to Remembrance and said a return to a normal approach might hopefully be possible this year although the suitability of a venue to host the Remembrance Service should be considered plus, more encouragement for youngsters to be able to attend.

CA010/22 To consider Crime Prevention and Community Health and Wellbeing issues including the impact of the noise nuisance caused by train horns.

Cllr Norris reported he is following up the train horn noise nuisance with the relevant authorities and has included the local Member of Parliament in correspondence. It was mentioned train drivers must sound their horns, when required, as if they were not to do so and an incident happened as a result, they would be held responsible.

CA011/22 To consider the Council's role in Climate Emergency.

Cllr A Reardon reported she has been examining Mid Suffolk District Council's plans relating to biodiversity and its promotion of an environmentally friendly approach. She is to look further into how the Town Council might Declare a Climate Emergency and act as a result.

The Meeting closed at 8:07pm.

Signed..... Committee Chairperson

Date.....