



Needham Market Town Council

Needham Market town Council Office, Community Centre, School Street, Needham Market, Suffolk IP6 8BB
01449 722246

<https://www.needhammarket-tc.gov.uk/>

Town Clerk/RFO: Georgina de Cova

Assistant Clerk: Jessica Green

You are hereby summoned to a Meeting of Needham Market Town Council which will be held on **Tuesday 9th December 2025 at 7PM** in the **Green Room at Needham Market Community Centre**, to consider the items on the agenda below.

Georgina de Cova

Town Clerk/RFO

AGENDA

1. To receive and approve Apologies of Absence
2. To receive any Declarations of Pecuniary or Non-Pecuniary Interests by Members
3. To approve any Dispensations with respect to Disclosable Non-Pecuniary Interests
4. To receive reports, if any, from the County Councillor and District Councillors
5. To receive and confirm the Minutes of the Town Council meeting held on **Tuesday 11th November 2025**
6. Matters arising from the Minutes of the previous meeting
7. To receive questions from any members of the public present
An opportunity to enable members of the press and public present to comment.

Order Note: A maximum of 30 minutes is designated for public participation time with no individual speaker exceeding three minutes unless otherwise granted an extension by the Chairman.

8. To receive a report from the Town Clerk





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9. To adopt new Standing Orders
10. To adopt the budget for **2026/27**, as discussed at a Governance and Finance Committee Meeting
11. To discuss and adopt Model Publication scheme for Freedom of Information Requests
12. To confirm the status of The Friends of the Library Steering Group
13. To discuss and confirm parking on the High Street and Barretts Lane
14. To discuss and approve a quote for a new town Noticeboard
15. To discuss and confirm quotations for printer leasing
16. To consider Grants/Donations for 2025/26
 - a. Needham Market Burial Ground
17. To receive and approve the accounts for payment and confirmation
18. To receive reports from the following:
 - a. Planning Committee
 - b. Governance and Finance Committee
 - c. Community and Assets Committee
 - d. Civic Events Working Group
 - e. Climate Awareness Group
19. Matters to be raised by members

This is an opportunity for members to raise any matters for consideration for future committee meetings. Please note this is not an opportunity for discussion or debate
20. To confirm the Date, Time and Location of the next Town Council Meeting.

Members of the Public are welcome to attend the meeting.

