



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

Community and Assets Committee Meeting Minutes

1st September 2026

Held at: The Green Room, Community Centre, School Street, Needham Market.
Meeting started at 19:00

Councillors Present:

T Cooke (Chair), K Hunter, C Goodchild, J Reardon, E Smith and S Clennell

Also in attendance:

G de Cova (Town Clerk and RFO)

CA/26/039 Apologies for Absence

No apologies had been received in advance of the meeting.

Cllr Harrison was not in attendance

CA/26/040 To receive declarations of pecuniary or non-pecuniary interest from members

No interests were declared.

CA/26/041 To approve any dispensations with respect to disclosable non-pecuniary interests

No dispensations were needed.

CA/26/042 To receive and confirm the Minutes of the Community and Assets Committee Meeting held on Tuesday 7th July 2026

Councillors had been sent the minutes of the previous meeting ahead of this meeting. It was requested that an amendment be made to correct the spelling of a Councillor's name. Cllr Hunter proposed that they be accepted, subject to the amendment. Seconded by Cllr Goodchild. All in favour.

It was **Resolved** to approve the minutes of the meeting held on 19th May 2026



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CA/26/043 Matters arising from previous minutes

Councillors noted ongoing work relating to CCTV. No other matters were raised

CA/26/044 To receive questions from any members of the public present

No members of the public were present.

CA/26/045 To receive a report from the Town Clerk

The Clerk reported that work was continuing on obtaining quotations and proposals for an upgrade of the Older Children's Play Area at Crowley Park. The Clerk also highlighted the use of steel footings on timber play equipment to increase the life span of equipment in other areas and would investigate the costs of these for any future projects.

CA/26/046 To review the CIL Priorities list, and receive an update from the Clerk

Councillors received an updated CIL priorities as per the list circulated prior to the meeting. An update was given as to the progress of each item. It was confirmed that a meeting had been set up with Greater Anglia to further understand issues preventing the accessibility at the Ipswich Bound Platform of the Train Station being improved.

CA/26/047 To discuss information relating to the Younger Children's Play Area in Crowley Park

The Clerk confirmed that the final repair work to be done to a piece of equipment within the park had been scheduled for 23rd September.

CA/26/048 To discuss active provision within the town

Councillors considered opportunities to improve recreation provision for young people and residents. Discussion included outdoor gym equipment, football provision and feedback from recent discussions with Needham Market Phoenix Youth Football Club. Cllr Hunter proposed that prices from outdoor gym equipment be investigated, with proposals to be bought back and for funding options to also be investigated. Seconded by Cllr Reardon. All in favour.

It was **Resolved** to authorise the Clerk to investigate pricing and funding options for outdoor gym equipment.



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CA/26/050 To receive a proposal from the Climate Action Group relating to a Wildflower Meadow

A draft proposal had been received from the Climate Action Group and circulated to Councillors ahead of the meeting. Councillors discussed the benefits to biodiversity, whilst also balancing potential issues with seeding of the Community Centre Netball Courts. Cllr Smith proposed that the Climate Action Group submit a formal proposal to Full Town Council, with the recommendation from this committee be that it is supported. Seconded by Cllr Clennell. All in favour.

It was **Resolved** to recommend support of a formal proposal when one is submitted to Full Town Council.

CA/26/031 To receive an update from the Christmas Fair Working Group

The Committee received an update from the Clerk relating to preparations for the Christmas Fair 2026. It was confirmed that various venues around the town had agreed to host stalls, and each venue would be in charge of the organisation of the stalls within them. The event continues to remain a community-led event as opposed to a Council event, although the Council would manage matters relating to the use of its land.

CA/26/032 To receive an update from the Newsletter Working Group

Members noted that a meeting of the Working Group was required to progress the review of the Needham Market Newsletter.

Councillors also suggested that future newsletters include a summary of activity relating to Planning as part of the Town Council news section.

CA/26/036 To invite members to suggest ideas for future projects

Councillors considered whether any additional future projects should be added to the current programme of works. It was agreed that priority should be given to progressing existing projects before introducing any new initiatives or projects.

CA/26/037 Matters to be raised by members

Members raised some matters for consideration in the future, including engagement with the River Gipping Trust, Christmas lights and the maintenance of the War Memorial areas at both Barretts Lane Corner and the Burial Ground.



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CA/26/038 To confirm the Date, Time and Location of the Next Community and Assets Committee Meeting

The next meeting of the Community and Assets Committee will be held on 3rd November 2026 at 19:00 in the Green Room of Needham Market Community Centre

Meeting closed at 19:55

Chair:.....

Date:.....