



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

Needham Market Town Council Meeting Minutes

Tuesday 28th October 2025

Held at: Town Council Offices, Community Centre, School Street, Needham Market.

Meeting started at 19:00

Councillors Present:

J Reardon (Chair), M Ost, M O'Shea, T Lawrence, E Smith, G Sinnerton, K Hunter, C Goodchild, I Mason and A Reardon

Also in Attendance:

G de Cova (Town Clerk and RFO)

NMTC/25/114 Apologies for Absence

Cllr T Cooke – illness

NMTC/25/115 To receive declarations of interest from members relating to items on this agenda

No interests were declared

NMTC/25/116 To approve any Dispensations with respect to Disclosable Non-Pecuniary Interests

As no interests were declared, no dispensations were needed.

NMTC/25/117 Exclusion of the Press and Public

At this point, the Chair moved for the following resolution: “Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2) and in accordance with Standing Order 3(d) the press and public should be excluded from the remainder of the meeting due to the confidential nature of the business to be transacted”. Proposed by Cllr Mason, seconded by Cllr Ost. Majority in favour.

It was **Resolved** to excluded members of the press and public.

NMTC/25/118 To confirm the restructure of the staffing of the Town Council

Councillors discussed restructure. Cllr Mason proposed to adopt the restructure. Seconded by Cllr Lawrence. Majority in favour.

It was **Resolved** to adopt the restructure of the Town Council staffing.



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NMTC/25/119 To confirm the appointment of the Assistant Clerk

Councillors were informed of the Employment Committee's chosen applicant. Cllr Mason proposed to ratify the successful applicant for appointment. Seconded by Cllr Sinnerton. All in favour

It was **Resolved** to ratify the successful applicant for appointment.

NMTC/25/120 To confirm the Appointment of the Street Caretakers

Councillors were informed of the Employment Committee's chosen applicants. Cllr Hunter proposed to ratify the successful applicants for appointment. Seconded by Cllr Goodchild. All in favour

It was **Resolved** to ratify the successful applicants for appointment.

NMTC/25/121 To confirm the Date, Time and Location of the next town Council Meeting

The next scheduled meeting is on Tuesday, 11th November 2025 at 7PM in the Green Room of Needham Market Community Centre.

Meeting closed at 18:50