



# 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

## Needham Market Town Council Meeting Minutes

Tuesday 10<sup>th</sup> February 2026

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

### **Councillors Present:**

J Reardon (Chair), A Reardon, G Blake, K Hunter, C Goodchild, I Mason, R Darnell, L Chandler, and T Cooke

### **Also in Attendance:**

G de Cova (Town Clerk and RFO), County Councillor K Oakes, District Councillor T Lawrence and one member of the public.

At the beginning of the meeting a minute's silence was held in memory of Alan Parsons, former Chairman of the Council. Those who were present reflected on the significant contributions made to the community of Needham Market during his life.

### **NMTC/25/185 Apologies for Absence**

Cllrs Blake, Chandler and Darnell had all sent apologies prior to the meeting.

Cllr Goodchild proposed that the apologies be accepted. Seconded by Cllr A Reardon. All in favour.

It was **Resolved** to accept the Apologies for Absence

### **NMTC/25/186 To receive any Declarations of Pecuniary or Non-Pecuniary Interests by Members**

No declarations were received.

### **NMTC/25/187 To approve any Dispensations with respect to Disclosable Non-Pecuniary Interests**

No dispensations were applied for.

### **NMTC/25/188 To receive reports, if any, from the County Councillor and District Councillor**

Reports from both the County and District Councillors had been circulated before the meeting. County Cllr Oakes invited members to ask any questions. Cllr Goodchild welcomed information on the 20mph Speed Limit Policy. There was also a query as to why information on the postponement of the County Council Elections was not included in the report.

District Councillor Lawrence gave some additional information that was not included in the report, relating to postal voters within Needham Market.



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## **NMTC/25/189 To receive and confirm the Minutes of the Town Council meeting held on Tuesday 6<sup>th</sup> January 2025**

Minutes from the previous meeting had been circulated to all councillors ahead of this meeting.

Cllr Hunter proposed the minutes be confirmed. Seconded by Cllr A Reardon. All in favour.

It was **Resolved** to confirm the minutes of 6<sup>th</sup> January 2026 as an accurate record.

## **NMTC/25/190 Matters arising from the Minutes of the previous meeting**

No matters were raised.

## **NMTC/25/191 To receive questions from any members of the public present**

Former Councillor O'Shea was in attendance as a member of the public. He offered his thanks to Councillors who he had served with.

*After speaking, Mr O'Shea left the meeting*

## **NMTC/25/192 To receive a report from the Town Clerk**

The Clerk gave a verbal report. Information was given on the current vacancies, of which at the time of the meeting 3 of the 4 Councillor vacancies were eligible for co-option. A brief update of work to be undertaken was also given.

## **NMTC/25/193 To receive and approve the accounts for payment and confirmation**

Councillors had been sent the Accounts for Payments and Confirmation ahead of the meeting. Cllr Goodchild proposed that Accounts for Payment and Confirmation be approved. Cllr Hunter seconded. All in favour.

It was **Resolved** to approve the Accounts for Payment and Confirmation.

## **NMTC/25/194 To consider Grants/Donations for 2025/26**

### ***NMTC/25/194a Mid Suffolk Citizens Advice Bureau***

The Clerk informed members that Mid Suffolk Citizens Advice Bureau had been in touch to request a donation of £6000.

Cllr A Reardon proposed that a donation be given. Seconded by Cllr Smith. Majority in favour.

It was **Resolved** to donate £6000 to Mid Suffolk Citizens Advice Bureau.

## **NMTC/25/195 To discuss any nominations for Assets of Community Value**

No nominations were received at this time.



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## **NMTC/25/196 To discuss and confirm earmarking of funds to put towards the purchase of some land in and adjacent to Needham Market**

Cllr J Reardon read information sent to the Clerk from District Councillor Ross Piper.

“To propose that the Town Council ring-fences some funds for the purchase of land in and adjacent to Needham Market for the purposes of amenity, safe-guarding ecologically diverse green spaces and the reduction of surface water run-off. These funds would be a contribution to grants from MSDC for the purchase of such land. The ring-fenced Town Council funds would amount to 10% of the purchase price, up to a maximum of £20,000”

Cllr Goodchild proposed that £20,000 be earmarked from the Council’s reserves for this, as it falls in line with the Council’s Climate Emergency and Biodiversity Statements. Cllr A Reardon seconded. Majority in favour

It was **Resolved** to earmark £20,000 from the Council reserves to go towards the purchase of any land that may be identified as suitable.

## **NMTC/25/197 To consider a proposal to launch a time-limited community consultation during March on traffic speeds, road safety, and the potential role of a 20mph speed limit in Needham Market**

Cllr Goodchild proposed that a community consultation be undertaken to gather views on traffic speeds, road safety and the potential 20mph speed limit within areas of Needham Market. Cllr Harrison seconded this. Majority in favour.

It was **Resolved** to launch a time-limited community consultation be undertaken.

## **NMTC/25/198 To discuss and agree new printer hire lease**

Councillors had a comparison chart circulated ahead of the meeting. The clerk made a recommendation. Councillor Mason proposed that Council accept the Clerk’s recommendation for the printer hire lease. Seconded by Cllr Goodchild. All in favour

It was **Resolved** to change the provider of printer leasing as per the clerk’s recommendation.

**AP: Clerk to make contact to arrange for old printers and screen to be collected and new printer and screen to be delivered.**

## **NMTC/25/199 To discuss and agree replacement for the main Town Noticeboard**

Councillors had a comparison document circulated prior to the meeting. A small discussion was had. Cllr Smith proposed that the noticeboard with a value of £978 (inclusive of VAT) be purchased. Seconded by Cllr Goodchild. All in favour

It was **Resolved** to order noticeboard that the Council selected

**AP: Noticeboard be ordered**



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## **NMTC/25/200 To receive reports from the following:**

### **NMTC/25/200a Planning Committee**

An update was given from the Planning Committee meeting immediately before this meeting. The next Neighbourhood Plan Development Review meeting is to be held on March 17<sup>th</sup> at 7PM. The Council were also informed of an enforcement notice currently in effect at a property on Needham Market High Street.

District Councillor Lawrence confirmed, after being asked, the current status of the former Mid Suffolk District Council Offices.

### **NMTC/25/200b Governance and Finance Committee**

Cllr Goodchild gave a brief update from the meeting held on February 3<sup>rd</sup>.

### **NMTC/25/200c Community and Assets Committee**

The next meeting of the Community and Assets Committee is to be held on Tuesday 3<sup>rd</sup> March 2026, in The Lounge of Needham Market Community Centre. Cllr A Reardon confirmed that the funding requested by The Mix had been successful.

### **NMTC/25/200d Civic Events Working Group**

Cllr A Reardon confirmed that Save the Dates for the Civic Service were going out shortly. It was also confirmed that planning for the Needham Market 800 event was going well.

### **NMTC/25/200e Climate Awareness Group**

It was confirmed that the next meeting would be held on February 24<sup>th</sup>.

## **NMTC/25/201 Matters to be raised by members**

Cllr Goodchild requested that a standing item be put on Full Town Council Agendas for consideration of co-option candidates until there are no vacancies for Councillors.

## **NMTC/25/202 To confirm the Date, Time, and Location of the next Town Council Meeting.**

It was confirmed that the next meeting of the Town Council will be on Tuesday 10<sup>th</sup> March 2026 at 7PM in the Green Room of Needham Market Community Centre

## **NMTC/25/203 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 Smith. All in favour.

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



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## **NMTC/25/204 To consider and confirm the recommendations of the Employment Committee relating to staffing matters**

Due to the nature of discussions, the clerk stepped out of the room for this item.

Cllr Goodchild proposed that the Council accept the recommendations from the Employment Committee regarding the Clerk's salary

It was **Resolved** to accept the recommendations of the Employment Committee in relation to the clerk's salary.

**Meeting closed at 20:00**

**Chairperson:** .....

**Date:** .....