



# 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

**You are hereby summoned to a Meeting of Needham Market Town Council which will be held on Tuesday 7<sup>th</sup> October 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, District Councillors and questions from any members of the public present.
5. To receive and confirm the Minutes of the Town Council meeting held on **Tuesday 9<sup>th</sup> September 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 confirm the appointment of the Town Clerk/RFO





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9. To receive a report from the Town Clerk
10. To consider Grants/Donations for 2025/26
  - a. Needham Market Burial Ground
11. To discuss the transfer of one of the Town Council assets
12. To receive and approve the accounts for payment and confirmation
13. To consider subscription to the Green Book
14. 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
15. To discuss the St George's Park development
16. To discuss the provision of Allotments
17. 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***
18. To confirm the Date, Time and Location of the next Town Council Meeting.
19. Exclusion of the Press and Public

***At this point, the Chair will move 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"***
20. To receive written applications for the office of Town Councillor and to co-opt 2 candidates to fill the existing vacancies

**Members of the Public are welcome to attend the meeting.**

