



# 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 11<sup>th</sup> November 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
5. To receive and confirm the Minutes of the Town Council meeting held on **Tuesday 9<sup>th</sup> September 2025**
6. To receive and confirm the Minutes of the Town Council meeting held on **Tuesday 7<sup>th</sup> October 2025**





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7. To receive and confirm the Minutes of the Town Council meeting held on  
**Tuesday 28<sup>th</sup> October 2025**
8. Matters arising from the Minutes of the previous meeting
9. 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.*
10. To receive a report from the Town Clerk
11. Introduction of new councillors and completion of Declarations of Acceptance of Office
12. To receive and adopt the External Auditor's report for 2024/25
13. To consider Grants/Donations for 2025/26
  - a. Needham Market Burial Ground
  - b. Needham Market Open Gardens
  - c. Needham Market Allotment Holders Association
  - d. Headway Suffolk
14. To discuss and confirm Community Centre Donation agreed July 8<sup>th</sup> 2025
15. To confirm Warm Winter Spaces Initiative
16. To confirm signatories for banking
17. To receive and approve the accounts for payment and confirmation
18. To note completion of the Council's pension re-enrolment and re-declaration of compliance
19. To adopt the IT Policy
20. To receive an update on the Skatepark
21. To receive reports from the following:
  - a. Planning Committee
  - b. Governance and Finance Committee





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- c. Community and Assets Committee
  - d. Civic Events Working Group
  - e. Climate Awareness Group
22. To confirm and approve the provision of litter bins and a noticeboard within the St George's Park estate
23. 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***
24. To confirm the Date, Time and Location of the next Town Council Meeting.

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

