



**Needham Market Town Council
Community & Assets Committee
Minutes – 21st February 2024**

Present: Cllr S Phillips, Chairperson; Cllrs Annis, Norris, O'Shea, A Reardon, J Reardon and Stansfield.

Two members of public and the Town Clerk were in attendance.

CA001/24 Chairperson's Welcome and Apologies for Absence.

Apologies: Cllrs Cave, Darnell, Goodchild, Lawrence, Lea and Mason.

The Committee stood and observed a minute silence to reflect on the passing away of Jim Darrah.

CA002/24 To receive and confirm the Minutes of the Community & Assets Committee held 13th December 2023.

Cllr Annis proposed the Minutes of the Community & Assets Committee held 13th December 2023 be adopted. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

CA003/24 To elect a Deputy Chairperson.

There was no nomination.

CA004/24 To receive Councillors Declarations of Interest for items on the agenda.

Cllr A Reardon – Needham Market Raft Race

Cllr J Reardon – Needham Market Raft Race

CA005/24 To consider outstanding projects including those in course of delivery.

Cllr Phillips provided an update on the Crowley Park Younger Children's Play Area Project which is due for completion by the end of the month.

Cllr Phillips reported on progress with the Scout Hut Replacement Project. A meeting had taken place with representatives from Mid Suffolk District Council's Countryside Team regarding vehicular access to the Scout Hut via the Needham Lake site. The

Committee raised concerns relating to potential liabilities. The Clerk advised on the detail of what has been agreed with the District Council.

CA006/24 To consider new projects, their prioritisation and funding, including allocation of CIL funds.

The Clerk referred the Committee to works required at Needham Market Burial Ground (one urgent due to the condition of a tree on the boundary) and at Needham Market Community Centre (connected with the leasing of the former Needham Market Middle School Playing Field). Quotations for the works received, as follows:

Burial Ground boundary tree work (urgent) £2,574

Cllr Phillips proposed the quotation be accepted. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

Burial Ground works to the baby grave area £1,450

Cllr Phillips proposed the quotation be accepted. Cllr Annis seconded the proposal. The Committee agreed the proposal.

Community Centre gateway to the former Needham Market Middle School Playing Field including preparatory works £535.70

Cllr Phillips proposed the quotation be accepted. Cllr Norris seconded the proposal. The Committee agreed the proposal.

The Clerk reported a request received from the Needham Market Raft Race Committee, to allow the placing of a container on Crowley Park car park in which to permanently store items attached to the annual raft race.

Cllr Stansfield proposed the request be acceded to. Cllr O'Shea seconded the proposal. The Committee agreed the proposal.

The Clerk reported he has included a reference to the passing of Jim Darrah in the March edition of the Needham Market Newsletter and anticipated a full eulogy would be published in the April edition.

CA007/24 To consider the Council's Communications functions.

Cllr J Reardon reported on the Town Council's Facebook page activity over the past 90 days. 5,600 communications had taken place with 3,000 responded to.

CA008/24 To receive a report from Council's Civic Events Working Group

The Clerk referred to a request received from the Suffolk Association of Local Councils seeking a nomination to attend a Buckingham Palace Garden Party. The Committee agreed to nominate Cllrs A & J Reardon. Actual attendance is dependent on the outcome of a ballot.

Cllr Lea reported the Annual Civic Service, which was due to be held on 28th April 2024, has been cancelled. Following a meeting with the Rector of St John's Parish Church, the Annual Civic Service is to revert to take place during its historical period of September/October each year.

CA009/24 To consider Crime Prevention and Community Health and Wellbeing issues.

Cllr Phillips reported he had contacted the Needham Market Neighbourhood Watch Chairperson and had yet to receive a response. It was acknowledged articles from Neighbourhood Watch continued to appear in the Needham Market Newsletter.

Cllr O'Shea reported he had attended a Cost-of-Living forum. The main outcome was a need to signpost where people could obtain advice and support.

Cllr O'Shea proposed two pages in the April edition of the Needham Market Newsletter be set aside for inclusion of information and advice relating to Cost-of-Living. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

Cllrs A & J Reardon offered to post the Cost-of-Living information and advice on the Town Council website and social media page.

CA010/24 To receive an update from the Council's Climate Awareness Group (CAG).

Cllr A Reardon reported on a successful Community Orchard Tree Planting Day which was well attended with 23 young people and adults present. 7 trees have been planted with a further 2 to be added shortly. A border hedge will be planted at a later date and, it is intended more trees will follow.

Cllr A Reardon reported the CAG is liaising with Mid Suffolk District Council regarding the continuation of Meadow Management in Needham Market. District Council representatives are to give a presentation at the 27th February CAG meeting.

Cllr A Reardon confirmed the inaugural meeting of the Needham Market Flood Group will be held on 23rd March.

The Meeting closed at 7:45pm.

Signed..... Committee Chairperson

Date.....