



Needham Market Town Council
Community & Assets Committee
Minutes – 14th December 2022

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

The Town Clerk and three members of public were in attendance.

CA062/22 Chairperson's Welcome and Apologies for Absence.

Apologies: Cllrs Lawrence, Ost, and Phillips

CA063/22 To receive and confirm the Minutes of the Community & Assets Committee held 19th October 2022.

A member of public present referred the Chairperson to an email, from the Needham Market Skatepark Committee, sent to some Councillors prior to the meeting. The Clerk advised he had not seen the email, which challenged the accuracy of the Draft Minutes which had been circulated to all Councillors.

Cllr A Reardon proposed the Minutes of the Community & Assets Committee held 19th October 2022, be adopted. Cllr J Reardon seconded the proposal. The Committee agreed the proposal.

CA064/22 To receive Councillors Declarations of Interest for items on the agenda.

There were no declarations of interest.

CA065/22 To consider outstanding projects including those in course of delivery.

Cllr A Reardon provided updates on:

- Crowley Park Pavilion and Former Clubhouse Building Improvement Project – now completed. The Mix, Stowmarket took formal occupation of the new 'The Mix Hut' facility, with an opening event held on Friday 2nd December.
- Younger Children's Play Area – a meeting with a second play equipment supplier was held on Tuesday 13th December. An application for Community Infrastructure Levy grant support is with Mid Suffolk District Council.

- The High Street Christmas Trees are up and lit.
- Barretts Lane Pond – the dead trees have been removed but the pond now needs dredging. The safety equipment at the pond is to be checked by Mid Suffolk District Council to ensure it is in good order.

A member of public present raised the poor condition of the female toilet facility to the rear of Crowley Park pavilion. The Clerk confirmed this is now compensated for by the installation of a new toilet facility in the refurbished former store building.

CA066/22 To consider new projects, their prioritisation and funding, including allocation of CIL funds.

Cllr A Reardon referred to:

- The older children's play area on Crowley Park has had damage repaired and is awaiting new ground surfacing.
- Warm Winter Spaces – there are numerous places in the town hosting these including the Library and the Community Centre.
- Former Needham Market Middle School Playing Field – the formal leasing of the field to the Town Council is awaited.

Cllr Stansfield asked whether signage could be placed at the Barretts Lane pond warning of the danger of walking onto ice. The Clerk agreed to refer a request to Mid Suffolk District Council, who own and manage the pond.

CA067/22 To consider the Council's Communications functions including consideration and setting of Newsletter advertising charges 2023/24.

The Clerk referred the Committee to a paper circulated to Councillors prior to the meeting, that set out suggested levels of charges for advertising in the Newsletter in 2023/24, which included an increase of roughly 6% on current year charges.

Cllr Annis proposed the Newsletter advertising changes for 2023/24, as set out in the paper, be adopted. Cllr Stansfield seconded the proposal. The Committee agreed the proposal.

Cllr O'Shea asked a question regarding how the suitability of adverts was decided. The Clerk explained the approach taken. There are very few cases where suitability is an issue, and each case is judged on its own merits except for any form of political advertising, which will be automatically rejected.

A member of public said the Newsletter has not included the Christmas/New Year waste collection information. The Clerk confirmed the relevant notice from the Waste Collection Authority (Mid Suffolk District Council), had been received some time after the print deadline for the December Newsletter edition.

CA068/22 To receive a report from Council's Civic Events Working Group

Cllr Lea asked Councillors to ensure they had Sunday 16th April 2023 in their diary as the date for the Needham Market Civic Service.

Cllr A Reardon requested Councillors note 6th May 2023 as the date for the King's Coronation and that she will now lead on local events. A meeting of interested parties is to be arranged for mid-January.

CA069/22 To consider Crime Prevention and Community Health and Wellbeing issues.

Cllr A Reardon raised the problem of dog fouling in the town. Cllr Norris said he has raised the issue within the District Council.

Cllr A Reardon reported a meeting had been held with local Police regarding the potential for installing CCTV in Needham Market, located in the High Street and at Crowley Park. The CCTV would be monitored at West Suffolk District Council's headquarters in Bury St Edmunds and a visit to view that part of the operation is to be arranged. The Police explained the advantages of CCTV in providing evidence and also to facilitate a rapid response when incidents arise. A full report on options, costs etc. will be brought before Council in due course. Cllr Stansfield commented he thought the cost of CCTV may prove prohibitive. Cllr O'Shea asked if the Police need the permission of the Town Council to install CCTV.

The Clerk gave an update on progress on the installation of Speed Indicator Devices (SIDs) in the town. The County Council is to install the devices on streetlight columns from which they will get their energy supply. As the devices are not mobile, the energy charge will be levied in tandem with the fixed streetlight energy charges.

CA070/22 To receive an update from the Council's Climate Action Group (CAG).

Cllr A Reardon reported:

- CAG members had visited the Energy from Waste plant at Gret Blakenham.
- Arrangements for Earth Day (22nd April 2023) are progressing.
- Potential sites for locating Electric Vehicle Charging points are being looked into.
- Use of part of the former Needham Market Middle School playing field for planting an orchard is under consideration (pending the Town Council receiving a lease from Suffolk County Council).

Cllr Lea asked whether an approach to The Mix might lead to young people coming forward to join the CAG. Cllr A Reardon agreed to raise that possibility with The Mix personnel.

Cllr O'Shea reported all consultation responses made by the Town Council to relevant Planning Applications now include standard references to environmental sustainability criteria.

The Meeting closed at 7:36pm.

Signed..... Committee Chairperson

Date.....