



Needham Market Town Council Community and Asset Committee Minutes 26th February 2025

Place: Green Room of the Needham Market Community Centre, School Street, Needham Market.

Present Councillors:

A. Reardon
J. Reardon
T. Cooke
G. Sinnerton
R. Darnell
M. Norris

And one member of the public.

CA037/25 APOLOGIES FOR ABSENCE

Apologies were received from Councillors C. Goodchild, T. Lawrence, L. Cornish, M. Ost, I. Mason.
Councillors K. Hunter and M. Norris were absent.

RESOLVED That the apologies be received and approved.

CA038/25 MINUTES

The minutes for the meeting of the Community and Assets held 11.12.2024 were received.

Members commented that several members were missing from the list of 'Present Councillors'

RESOLVED That the minutes be received and approved with the appropriate amendments.

Moved: Cllr M. Norris
Seconded: Cllr R. Darnell



CA039/25 INTERESTS

No interests were declared.

CA040/25 QUESTIONS AND STATEMENTS FROM THE PUBLIC

The member of the public present was a representative from the Skatepark Committee. She informed Members that the deadline for funding was up, however the Skatepark Committee had informed the trustees that they were still looking to proceed with the project.

She asked whether the Community & Assets Committee could provide a letter explaining that the Town Council were still looking to engage with the project, so that they could extend the grant deadline.

Members thanked her for her statement.

CA041/25 TOWN CLERK'S REPORT

The Town Clerk's report on matters arising was received.

The Town Clerk Informed Members that the Phoenix Football Club had been in contact with some requests that would be brought to the next meeting of the Community & Assets Committee.

She also notified Members that the Needham Market Library had been in contact informing the council that Suffolk County Council was looking to take the library service back 'in house'.

RESOLVED To receive the report.

Moved: Cllr A. Reardon

Seconded: Cllr T. Cooke

CA042/25 PROJECT UPDATE

The Chairman informed Members that the repair work in the younger children's play area had been delayed due to the weather.

RESOLVED To receive the report.

CA043/25 POTENTIAL PROJECTS

The Chairman informed Members that the council had £25k in CIL funding to be used. Councillors agreed that the committee needed to focus on its priorities moving forward and have a decisive list to ensure funds were being utilised.

RESOLVED To receive the report.



CA044/25 CIVIC EVENTS GROUP

Cllr A. Reardon informed members that all aspects of her report were covered in later items of the agenda.

RESOLVED To receive and note.

CA045/25 CIVIC SERVICE

Cllr A. Reardon informed members that a 'wash-up' meeting had been held after the Civic Service between herself, the Town Clerk and Cllrs Darnell and T. Cooke, and asked if anyone else had any feedback.

Members agreed this event had been a success, apart from a few issues that were being resolved within the office.

RESOLVED To receive the report.

CA046/25 VE DAY

A report regarding holding a VE day event was received from Cllr A. Reardon, which was previously circulated to all members.

The proposal of purchasing VE flags were discussed and it was agreed to investigating procuring a mix of VE flags and Union flags for the High Street.

RESOLVED To receive the report.

Moved: Cllr A. Reardon

Seconded: R. Darnell

CA047/25 CHRISTMAS LIGHTS

Cllr A. Reardon informed members that in preparation for the first working group meeting she had done initial investigations regarding potential options for replacement Christmas lights.

Members deemed replacing the existing trees with a similar option was the most appropriate suggestion and that this option should be recommended to the Town Council.

RESOLVED To receive the report.

CA048/25 DONATIONS

No donation requests were received.



Members discussed that it would be beneficial to have a grant policy and process in place in future.

RESOLVED To receive and note.

CA049/25 EASTER EVENT

The report was received.

Members discussed the logistics of the event and agreed that the trail should run during the first week of the Easter holidays from April 7th, 2025, and that during the second week children could hand in their answers to the Town Council office during opening hours for a small prize and entry into a larger prize draw.

RESOLVED To receive the report.

RESOLVED To bring the event proposal and recommendations to Town Council for approval.

Moved: Cllr T. Cooke

Seconded: Cllr J. Sinnerton

CA050/25 SKATEPARK

No update was required after discussions with the member of the public in attendance.

RESOLVED To receive and note.

CA051/25 COMMUNITY CENTRE

An update was received from the chairman.

He informed members that he attended the management meeting in which issues regarding unpermitted bin use was discussed, as well as some issues with vandalism.

He also informed members that there would be two electric vehicle charging points going into the community centre car park.

RESOLVED To receive and note.

CA052/25 TRAIN STATION UPDATE

An update was received from the chairman.

A request was received from Cllr C. Goodchild seeking for permission to contact the appropriate stakeholders on behalf of the committee to raise the issues surrounding accessibility at the station.



RESOLVED To receive and note.

RESOLVED That Cllr C. Goodchild contact stakeholders regarding accessibility issues at Needham Market train station.

CA053/25 BIN PROVISION

Members were informed of several complaints of the lack of bin provision or inappropriate locations of bins in Needham Market.

RESOLVED To receive and note.

RESOLVED That the Town Clerk further investigates the issues and contacts Mid Suffolk regarding bus stops with multiple bins being reorganised to increase effectiveness.

CA054/25 TOWN RANGER

A report was received regarding the prospect of having a Town Ranger in Needham Market

RESOLVED To receive the report.

RESOLVED That the Town Clerk further investigates further, and options for a Town Ranger position are proposed to Town Council.

CA055/25 CRIME AND DISORDER

A report was received and the increase of vandalism in Needham Market was discussed.

It was proposed that Cllr C. Goodchild reach out to Needham Market Neighbourhood Watch on behalf of the committee to discuss appropriate action.

RESOLVED To receive the report.

RESOLVED That Cllr C. Goodchild reach out to Needham Market Neighbourhood Watch and report his findings back to committee.

The meeting closed at 8.16pm.

Chairperson..... Date.....