



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

Assistant Clerk: Jessica Green

You are hereby summoned to a Meeting of Needham Market Town Council which will be held on **Tuesday 10th March 2026 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 and District Councillors
5. To receive and confirm the Minutes of the Town Council meeting held on **Tuesday 10th February 2026**
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 receive a report from the Town Clerk





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9. To receive and approve the accounts for payment and confirmation
10. To confirm the appointment of the Internal Auditor for 2025/26 and approve the Letter of Engagement.
11. To consider Grants/Donations for 2025/26
 - a. Bosmere Community Primary School PFA
12. To discuss any nominations for Assets of Community Value
13. To consider quotations for the clearance of the Crown Street Car Park, and appoint a contractor to undertake the works
14. To confirm the contractor for works to be done at the Burial Ground
15. To agree, as recommended by the Community and Assets Committee, the adoption of software to monitor and inspect the Town Council's Assets
16. 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
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”





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20. To consider applications received (if any) and to determine co-option to existing vacancy/vacancies in accordance with the Council's adopted Co-option Policy

Members of the Public are welcome to attend the meeting.

