



# 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 10<sup>th</sup> February 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 6<sup>th</sup> January 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 consider Grants/Donations for 2025/26
  - a. Mid Suffolk Citizens Advice
11. To discuss any nominations for Assets of Community Value
12. To discuss and confirm earmarking of funds to put towards the purchase of some land in and adjacent to Needham Market.
13. To consider a proposal to launch a time-limited community consultation during March on traffic speeds, road safety, and the potential role of a 20mph speed limit in Needham Market.
14. To discuss and agree new Printer hire lease
15. To discuss and agree replacement for the main Town Noticeboard
16. To adopt the following policies, as recommended by the Governance and Finance Committee:
  - a. CCTV Policy
  - b. Complaints Policy
  - c. Data Protection Policy
  - d. Data Retention Policy
  - e. Disciplinary Policy
  - f. Equality and Diversity Policy
  - g. Freedom of Information Policy
  - h. Staff Grievance Policy
  - i. Health and Safety Policy
  - j. Internet Banking Policy
  - k. Lone Working Policy
  - l. Sickness Policy





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## m. Statement of Internal Controls

### 17. 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

### 18. 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***

### 19. To confirm the Date, Time and Location of the next Town Council Meeting.

### 20. 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”***

### 21. To consider and confirm the recommendations of the Employment Committee relating to staffing matters

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

