

# WICKHAM MARKET PARISH COUNCIL

## Environment and Leisure Working Group

### MINUTES

#### ENVIRONMENT AND LEISURE WORKING GROUP

Monday 14<sup>th</sup> April 2025 at 6pm Village Hall Committee Room

**E&L Chair: Cllr Robin Cooke**

1. Agree Minute taker: Offer from Cllr Chenery accepted.
2. **Those Present:** Cllr Cooke, Cllr Chenery (DC), Cllr French from 6.50pm, Cllr Horsnell, Anne Westover (AW), Sonya Exton.

**Apologies:** None

3. **Minutes** of the last meeting of Monday 10<sup>th</sup> February 25 were accepted as a true record subject to amending Item 4 Tree Work Update to say UKPN have yet to carry out pruning to the Holm Oak tree on the Pightle.

4. **Tree work update:**

AW referred the meeting to her report to the Annual Parish Meeting which covered work by the tree wardens and the Green Gym events. These included tree planting on the west side of the sports field, tree management and planting in the cemetery, tree planting off Chapel Lane, the creation of new spinneys, tidying the trees along the B1438 south of the village, tree planting in the Pightle and litter collection in the cemetery.

AW asked if the parish council litter picking could include the cemetery? DC to investigate. AW also asked if the Climate Change group could provide funds to the Cemetery Group to enhance biodiversity. AW to ask Gemma.

ESC has offered a grant of £243 for tree stakes, guards and wildflower seeds. However, AW submitted the application rather than the Clerk so due process was not followed and the council are reluctant to receive, manage and allocate this grant when it has other workload commitments. DC has asked the Suffolk Tree Warden Network if they are happy to process the grant.

5. **Tree Safety Inspections:**

AW has supplied the Council with an estimate for her to carry out a formal tree safety inspection for the parish owned and overhanging trees in the Pightle. DC advised that the Clerk would be seeking a second quote. AW suggested Hayden's. DC to inform the Clerk.

6. **Cemetery Management matters:**

An update was in AW's report to the Annual Parish Meeting.

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### **7. Walks Leaflet update (Discover Suffolk):**

The Working Group were pleased with the work by AW and others to finalise the updated parish walks leaflet. This has now been printed with 1000 copies that AW will distribute. A £400 invoice for printing would be passed to the Clerk. AW offered to organise some guided walks and AW and DC attended the Archive Centre's unveiling of a plaque to commemorate the Potsford Gibbet.

### **8. Bat survey**

Bats and their roosts are legally protected. In light of the Beech tree in the cemetery being a likely bat roost AW has sought a quote to carry out a survey. This was very expensive at £4,000 and AW will look at other options and ask Gemma if the Climate Change group could contribute funds,

### **9. Volunteer Management and first aid training:**

The Council has now published a set of risk assessments and a Toolbox Talk Attendance Record. It was asked if the latter could be available as a Word document as well and all the different risks identified on a single application. DC to contact the Clerk. The extend of first aid training needs to be agreed and training providers sought. AW had contacted Basic First Aid Training who had provided an estimate for 10 people for 4 hours. AW to share this estimate and DC to discuss with the council.

### **10. Spring Lane Defibrillator:**

The Deputy Clerk has advertised a vacancy for a volunteer. AW advised that Cllr Jenkinson and Sam Kenward at ESC have discussed the general problems of finding volunteers.

### **11. Terms of Reference of this Working Group:**

DC presented a draft, revised TOR, that had removed responsibilities not carried out by this Working Group (see attached). The Group asked that the Gardening Group be added and then agreed the new draft. DC to pass to the council for consideration and adoption at a subsequent meeting.

### **12. Any Other Business:**

(a) The Working Group discussed the condition of the pond on the sports field. AW agreed to meet Shane from the Youth Football Club to see if their materials had found their way into the pond

(b) AW agreed to update her tree works report of Sept 24 and highlight what might be essential or just desirable

### **13. Date of next meeting**

To be agreed for 25/26 at the May Annual Parish Council Meeting