

WICKHAM MARKET PARISH COUNCIL

CHAIR: Cllr IVOR FRENCH



MINUTES of the Meeting of Wickham Market Parish Council held on
Monday 15 July 2024 at 19:00

- FC24:39 Present from the Council:** Cllr French (Chair) Cllr Day Cllr Huggins
Cllr Chenery Cllr Fowler Cllr Jenkinson
Cllr Cooke Cllr Horsnell A Besly (Clerk)
Cllr Creasey Cllr Nicoll (Suffolk County Council) [SCC]
- FC24:40 Present from the Public:** None
- FC24:41 Open Public Forum session** (2 minutes per person): None
- FC24:42 Apologies for Absence:** Cllr Dempsey-Gray, Cllr Noble (East Suffolk Council [ESC].
- FC24:43 Declarations of Interest in items on the agenda:** None
FC24:60.1 Cllrs Creasey and Horsnell. Allotment Plot holders
- FC24:44** The minutes of the Annual Parish Council meeting of 20 May 2024 have been published for review for the last two months. However, it was proposed that the letters "NP" be added before the word "minutes" in the Neighbourhood Plan item FC24:13.8. **All Agreed**
It was proposed that the draft minutes of the Annual Parish Council meeting on 20 May 2024 be approved following this amendment. **All Agreed.** However, because of this late amendment, the minutes must be reprinted for signature at the next meeting. **Clerk**
- FC24:45 Receive the minutes** of the last Committee and Working Group meetings: Key points from these minutes were noted and there were no questions.
- 45.1** Finance & General Purpose [F&GP] Committee 8 July 2024
- 45.2** Planning Committee *None since last full council*
- 45.3** Sizewell C Committee: *None since last full council.* Cllr Chenery highlighted that there will need to be a meeting in the near future
- 45.4** Environment and Leisure Working Group
- FC24:46 Actions carried forward from previous meetings.** This has been circulated to Councillors and is intended as an aide memoire to ensure that actions and agreements do not get lost. **Clerk**
Regarding FC24:17, it was agreed that the Clerk would source suitable signage for the skate park to highlight that users do so at their own risk.
Item FC24:13.4 is discharged and the remaining items are in hand.
- FC24:47 Suffolk County Councillor's Report.** Cllr Nicoll reported the following:
Cadent impact at Ufford. Cadent are coming to Ufford Parish Council and have found another way to manage their gas mains works.
Sizewell C meeting: Wickham market area working group. Should be recognised that Sizewell C is likely to happen so parishes needs to manage any issues to best effect.
Southern park and ride: work is starting on the site and there is likely to be early HGV construction traffic in the near future.
Network Rail: Sizewell C freight trains will close crossings such as Melton for up to 8 minutes as they pass. This is a longer crossing closure because of the length of the trains and the slow speed.
Sizewell C LGV traffic less than 7.5 tonnes: these vehicles will not be controlled before they arrive at site.
Locality budget: this budget has now reopened from its closure during the election.
Councillor French raised the issue of the closure on the B1079. He will write to Councillor Nicholl with specifics to be addressed. **Cllr French**
- FC24:48 East Suffolk Councillor's Report.** Cllr Noble has apologised for the lack of report and will issue one as soon as possible.
- FC24:49 Chair's Report:** The item regarding lanyards and ID cards was well received. The Clerk will raise an order. **Clerk**
- FC24:50 Clerk's Report:** Under item 7.1 it was noted that Suffolk County Council we're doing works in support of Hopkins Homes s278 responsibilities.
- FC24:51 Finance Reports July 2024:**
The only questions were:
51.3: CIL receipts will be held in reserve for the village hall
51.4 Allotments, which will be discussed at item 60.1
- FC24:52 Proposal to Review and adopt** new Financial Regulations:

The only comment was that in s9.4, the limit should be raised to £1,000. Once this amendment is made the Financial Regulations are approved as presented. **All Agreed.**
The Clerk will tidy up the selections and publish

Clerk

FC24: 53 Proposal to adopt the draft Biodiversity plan

It was proposed that biodiversity should be **discussed** at the Environment and Leisure Working Group and **reported** to the Full Council. Following this, the plan should be adopted. **All Agreed.**

The question of budget was raised. It was accepted that there was little expenditure required at the moment, but an event may be planned for next year.

FC24: 54 Markets Report: There were no questions

FC24: 55 Emergency Plan Report: There were no questions however, it was noted that The George have a leaflet drop plan and that Rest Centre Training was being offered.

FC24: 56 Village Hall Modernisation Report: There were no questions. Cllr Jenkinson reported that he would be stepping down from the Village Hall and Sizewell C committees for health reasons. There was a vote of thanks for all the work he has done for the Parish and the Council.

FC24: 57 Climate Action Group Report: None Received

FC24: 58 Cemetery Report: It was noted that "outstanding matters" require proposals to the full council in order to move them forward.

FC24: 59 Footpaths Report: It was noted that Simon is an official Council Volunteer and as such represents the Council in his work. The council are very supportive and grateful for all the work Simon does. It was however noted that arisings could be cleared from the pathways after cutting and that the E&L Working Group could offer help and support to do this.

At this point the meeting had run for 2 hours. It was proposed that standing order 3) x. be suspended to allow further business to be transacted. **All Agreed**

FC24: 60 Allotments Report

60.1 Proposal to approve Allotment Rent review

Proposal to approve Allotment Rent review The Clerk was asked why this had not gone through E&L and been discussed with the Allotment Association [AA]. The Clerk confirmed that he had raised the proposal verbally and informally with two members of the allotment committee and did not gain any agreement. The Clerk therefore needed to seek the Council's opinion before progressing the proposal. He confirmed that the F&GP Committee ToR included [6.8. Monitor Allotment fees and recommend any changes to full Council for Approval](#). The Clerk accepts that better consultation would have been more appropriate.

The proposal was put to a vote: 6 in favour, 1 against, 2 abstained as they are plot holders and have a notified interest. **Carried**

Clerk

FC24: 61 Proposal to adopt a .gov.uk domain with email address and file sharing. **All Agreed.**

The Clerk will progress this later in the year in conjunction with the website rewrite.

Clerk

FC24: 62 Grounds Maintenance

62.1 Proposal to increase the grass cutting frequency for the playing fields. **All Agreed**

Clerk

62.2 Noting the disparity of costs between the Cemetery and the playing fields, the **F&GP committee recommend that the Full Council** review ideas for cost savings for Cemetery grass cutting with a view to progress further the integrated grounds maintenance contract which currently does not address maintenance savings.

The Clerk confirmed that £5,712 was just for cemetery grass cutting. The total ESSL maintenance bill is £8,085.

It was broadly agreed that:

1. The council should find ways of making the cemetery easier to maintain thus managing costs downwards.
 2. The council may have to invest money in the short term to achieve long term benefits
- Cllr Creasey offered to lead on this for the council and develop a proposal for review

**Cllr
Creasey &
Clerk**

FC24: 63 Reporting items for the next meeting

ToR for the Climate Change Working Group

Flooding update if feedback received from EA

FC24: 64 Date of next meeting: Monday 16 September 2024

Meeting Closed at 22:02

Signed.

Cllr Ivor French, Chair. Date.

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