

WICKHAM MARKET PARISH COUNCIL

CHAIR: Cllr IVOR FRENCH

MINUTES of the Meeting of Wickham Market Parish Council held on
Monday 17 March 2025 at 19:00



FC24: 146 Present from the Council: Cllr French (Chair) Cllr Day Cllr Dempsey-Gray 19:21
Cllr Chenery Cllr Horsnell A Besly (Clerk)
Cllr Cooke Cllr Jenkinson L Castle (Deputy Clerk)
Cllr Noble (East Suffolk Council) [ESC]
Cllr Nicoll (Suffolk County Council) [SCC]

FC24: 147 Present from the Public: 3 + 1 at 19:15

FC24: 148 Open Public Forum session (2 minutes per person): None

- One member of the public expressed concerns over dog mess on the public footpaths. Parish council was asked what they could do and it was suggested that we might put up cameras. That idea was quickly withdrawn as cameras would be providing images of primary school children using the footpaths that was considered to be inappropriate. In order to try and reduce this issue the parish council will put an article in the magazine and also share on social media.
- Another member of the public was concerned about speeding traffic and traffic that mounts the pavement on the lower High Street. That followed a lengthy discussion regarding traffic calming road safety pedestrian safety and car parking spaces. Until traffic calming measures are installed there was no other obvious solution to the issue.
- Another member of the public highlighted that the crossing point in on Border Cot Lane is not effectively marked and that hedge trimming is required in order to make pedestrian visibility acceptable. The parish council advised that SZC intend to carry out hedge trimming at this location once the village traffic calming scheme is carried out.
- Councillor Nicoll suggested there may be some funds available for hedge trimming for this reason and suggested that somebody writes to him.

FC24: 149 Apologies for Absence: None

FC24: 150 Declarations of Interest in items on the agenda: None

FC24: 151 It was proposed that the draft minutes of the Parish Council meeting on 20 January 2025 be approved.
All Agreed.

FC24: 152 Receive the minutes of the last Committee and Working Group meetings: Key points from these minutes were noted and there were no questions.

152.1 Finance & General Purpose Committee 6 January 2025. There were no questions

152.2 Planning Committee: Cllr Jenkinson said the draft minutes need to be amended. He will write to the Clerk with his suggestion.

152.3 Environment and Leisure Working Group 9 December 2024. It was noted that this meeting has lots of discussion. There was a question of the relevance of this working group with the current Council structure.

152.4 Village Hall Modernisation Committee 4 February and 4 March 2025. There were no questions

FC24: 153 Actions carried forward from previous meetings. This was not circulated so was not discussed.

FC24: 154 Suffolk County Councillor's Report.

Councillor Nicoll noted the following:

- There was concern that the Sizewell C Joint Working Group minutes of 23rd January 25 had not yet been published.
- Sizewell C undertook to show the affected parishes the build proposal for the Southern Park and Ride and identify issues.
- There was concern over the level crossing work at Melton as it was suggested this could take several days of closures and it is the only main road to the peninsula.
- Councillor Nicoll also noted he had agreed to provide the playing field bowls club with £2,000 towards their electrical refurbishment.

FC24: 155 East Suffolk Councillor's Report. [Published](#) Cllr Noble also noted the following:

- ESC will also contribute to the bowls club electrical work. She suggested the bowls club may want to contact Pettistree Parish Council for a grant.
- There are early plans for a new solar park at Hacheston near Glevering Hall.
- New Nature At Work signs will be replacing the old "excuse the weeds we're feeding the bees" signs. Nature at work takes this work further by providing guides for planting. There is more information on the website.

- The four river recovery plan is a project for cleansing rivers including water testing.
- There was a question on how ESC manage solar farm bids. It was noted that there were no government limits on these bids.
- ESC full council on Wednesday will be debating devolution.

FC24: 156 **Chair's Report:** [Published](#). There were no questions

FC24: 157 **Clerk's Report:** [Published](#). The following questions were raised:

- At item three there was a question regarding the new emails. The Clerk gave further details about how the new emails would go live and will write to councillors giving more explanation once a date has been agreed.
- It was noted at item 11 that the Clerk had negotiated a significant reduction in the ongoing cemetery grass cutting costs for which he was thanked.
- At item 12 the Clerk explained that he had attempted to get three quotes for footpath maintenance. ESSL had responded, one local business did not have the capacity and another local business has not provided a quote. It was therefore proposed that the ESSL quote be accepted. **All agreed**. The Clerk will write to ESSL to accept their quote.

FC24: 158 **Finance Reports September 2024:**

158.1 Review Finance Report and Payments Schedule: [Published](#) there were no questions

158.2 Review Bank Reconciliation: [Published](#) It was noted that the remaining ESTI reserve will be spent on the new website.

158.3 Review financial summary: [Published](#) there were no questions

158.4 Proposal to approve payments above the Clerk/Chair limit of £2k:

It was proposed that the maintenance invoice from ESSL of £11,970.60 be paid. **All agreed**.

It was further proposed that the maintenance quote from ESSL for 2025 of £10,019.02 be accepted. **All agreed**

Clerk

FC24: 159 **Proposal to approve the Internal Control statement and report:** [Published](#)

Councillor Day has reviewed the internal controls and reported that they are in a good position. It was proposed that the Parish Council accept this report. **All agreed**

Clerk

FC24: 160 **Proposal to appoint the Internal Auditor.** It was proposed that Heelis and Lodge be appointed internal auditor. **All agreed**

FC24: 161 **Proposal to agree the effectiveness of internal audit:** this one page document was reviewed and it was proposed that the council agree it. **All agreed**

FC24: 162 **Proposal to approve the following volunteering documents.** The clerk briefly introduced each of the documents and it was proposed that they all be adopted. **All Agreed**

Clerk

162.1 Volunteer Agreement: [Published](#)

162.2 Volunteer Toolbox talk and attendance record: [Published](#)

162.3 Risk Assessments:

- Tree Planting: [Published](#)
- Coppicing: [Published](#)
- Conservation Working Party: [Published](#)
- Litter Picking: [Published](#)

FC24: 163 **Proposal to review and approve the Parish Council 3 year plan:** [Published](#)

There was significant discussion regarding the Parish Council three-year plan. The Clerk explained that this was an action plan to be managed alongside other documents such as the Neighbourhood Plan, the Climate Action Strategy and the Biodiversity Strategy. The information in these other documents need not be repeated in the three-year plan. In addition the three-year plan is a living document, this is not set in stone and can be reviewed at any time. It should be reviewed at least once a year.

It was therefore proposed that the three-year plan be adopted but also reviewed at the July meeting following any other feedback. **All agreed**

Clerk

FC24: 164 **Proposal to agree the format of the Annual Parish Meeting** on Friday 11 April

It was agreed to use a hybrid of a longer PC introduction followed by public access to stands around the hall.

FC24: 165 **Proposal for VE Day Celebrations** on Monday 5 May

165.1 Do the PC feel that the PC should do something for VE Day? All councillors agreed that WMPC should do something to celebrate VE Day

165.2 Which Councillors are prepared to help? All Councillors volunteered to help in some way. It was proposed that a short term working group be set up consisting of Councillors and others to take this forward. Cllr Chenery will organise a meeting to discuss options and create an outline plan with volunteers.

*Cllr
Chenery*

FC24: 166 **Village Hall Modernisation Report:** [Published](#) it was suggested that the team speak to Bridgewater parish council for impacts they have had from Hinckley Point C.

FC24: 167 **Climate Change Working Group Report:** *Published* there were no questions
FC24: 168 **Markets Report:** *Published* there were no questions
FC24: 169 **Cemetery Report:** *Published* there were no questions
FC24: 170 **Tree Warden's Report:** *Published* there were no questions, the meeting thanked the volunteer tree wardens.

FC24: 171 **Emergency Plan Report:** *Published* Cllr Chenery is managing the Emergency Plan following the departure of Pauline Huggins. He noted that the communication method previously pursued using Z Cards is unlikely to be cost effective and instead recommended that regular articles in Wickham Market Parish News be used. He asked for volunteers to attend training for the emergency centre. Cllrs Horsnell, Cooke and French volunteered.

FC24: 172 **Consider grant application from Bowls Club** *to be circulated*
This application was reviewed including recognition or other grants being offered. It was proposed that a grant of £1,500 be approved. **All Agreed**

Clerk

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: 173 **Proposal to Reappoint Pauline Huggins** to the Climate Change Working Group together with Sonya Exton. **All Agreed**

FC24: 174 **Proposal to set up a Public Engagement meeting** regarding Sizewell C mitigations
This proposal was held over for the Sizewell C committee who will agree an appropriate date at their next meeting.

FC24: 175 **Reporting items for the next meeting:** None

FC24: 143 **Date of next meeting:** Monday 19 May 2025 (APCM)

Meeting Closed at 21:19

Signed.

Cllr Ivor French, Chair. Date.

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