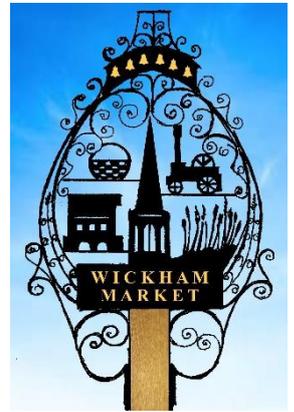


# WICKHAM MARKET PARISH COUNCIL

CHAIR: IVOR FRENCH

## ENVIRONMENT & LEISURE COMMITTEE

CHAIR: IVOR FRENCH



**MINUTES** of the Wickham Market Parish Council Environment and Leisure Committee meeting held on Monday 13 February 2023 at 19:00

- 1 **Present from the Council:**
  - Cllr French (Chair)
  - Cllr Chenery
  - Cllr Horsnell
  - Cllr Jenkinson
  - Cllr Cooke
  - Ray Lewis on behalf of the Allotments Association
  - A. Besly (Clerk)
- 2 **Present from the Public:**
  - 1
- 3 **Open Public Forum session**
  - None
- 4 **Apologies for Absence:**
  - Cllr Westover
  - John Eldridge
  - Josie Hopps
- 5 **Declarations of Interest:**
  - Cllr Horsnell: Member of the Allotments Association
  - Cllr Jenkinson: Member of Wickham Market Partnership and Men's Shed
- 6 **Approve the draft minutes** of the Environment & Leisure (E&L) Committee meeting of 12 December 2022

It was proposed that draft minutes of 12 December 2022 be accepted as a correct record. **All Agreed**
- 7 **Chair's Report** – Published. It was noted that a virtual footpath initiative may also benefit from East Suffolk towns initiatives funding
- 8 **Clerk's Report** – Published.

Regarding lighting on the hill, it was suggested that Wickham Market Parish Council could split the costs of a tree surgeon with E Suffolk council in order to get tree surgery and lighting done at the same time the clerk was asked to contact E Suffolk council to arrange this pruning.

It was noted that the parish council website regarding what we do is not up to date the Clerk reported that the next newsletter we'll have an article on what the parish council do which will form the basis of an update to the website.

Regarding the allotments plot 39 it was agreed that the parish council should write to the tenant informing them that their tenancy agreement will not be renewed on the 1st of October 23 rather than serving an immediate eviction notice.
- 9 **Allotments Report:** nothing further to report
  - 9.1 For a full plot (18 for ½, 9 for ¼. 12 for 1/3).

This proposal was discussed and the information in the Clerk's report reviewed it was proposed that the allotment fees should be increased as discussed. **All agreed**
- 10 **Market Report** – Published. The committee would like to express their thanks to councillor Westover for her reports on markets and tree work.

There was some discussion regarding the responsibilities of the new assistant Clerk it was confirmed that this person would have responsibility for the market if required

  - 10.1 Market organisation and responsibilities are still not clear. Councillor Jenkinson will speak to councillor Westover regarding a handover to the Clerk
  - 10.2 Proposal for Market dates for summer & winter markets Saturday 19<sup>th</sup> August and Saturday 2<sup>nd</sup> December as per usual weekends. **All Agreed**
  - 10.3 Proposal to purchase additional gazebos for the market and investigate WMPC branding on them. **All Agreed**
- 11 **Tree work required around the Parish.** Report published.

Councillor Westover's report covered all the tree work required around the parish including cemetery pightle and playing field. Currently quotes are only available from one supplier.

Councillor Jenkinson will ask councillor Westover if she has further quotes to demonstrate the value for money. Only a meeting of the full council can provide dispensation to go ahead with a supplier without further quotes.

Autumn bulb planting was also discussed and it was agreed that the clerk should apply for three packs of 500 bulbs for November 23.

It was noted that a volunteer has come forward to take on the role of footpath warden Councillor Chenery will provide a job description for this person to report regularly back to the environmental leisure committee

**12 Proposal to purchase a storage unit: Published:**

This proposal was discussed at length and it was agreed that the parish council did need this additional storage capacity. It was suggested that an alternative position on the pad currently occupied by two wooden sheds should also be considered. The possibility of either a wooden shed or a shipping container should also be considered. It was proposed that the clerk update the report and present to the finance and general purpose committee meeting. **All agreed**

**At this point the meeting had been running for two hours.** It was therefore proposed that standing order 3X be suspended to allow the business to be continued. **All agreed**

**13 Cemetery report: Published**

The cemetery report was discussed at length but as there were no separate proposals, no decisions could be made. Councillor Chenery agreed to look at the barbed wire fence. The committee agreed that would be unreasonable to request the maintenance man to remove this for health and safety reasons.

**13.1 Proposal to increase internment fees** as the cemetery is still making a loss and is a burden on the Parish. **Information circulated.** It was agreed that the cemetery should be cost neutral The comparison of cemetery charges between Wickham market and E Suffolk council was reviewed at length.

- It was agreed in principle that Wickham market should increase most of their prices.
- It was agreed in principle that children should be interned at no cost.
- The exclusive right of burial should be reviewed

The clerk was asked to put together a proposal showing an increase in general of 15% and the effects of parity of prices to east Suffolk council for review at the next full council meeting

**13.2 Cemetery works required for new contract:** this is covered in item 14

**13.3 Proposal to review and agree the way forward on Rabbit Control** including reviewing if control is necessary and if so, what process is to be approved by the Council this topic was discussed at length.

- It was agreed that rabbit control was necessary in order to protect the assets of the cemetery.
- It was also suggested that gassing was the most effective way of control however not all councillors supported this.
- It was agreed that three quotes were required to demonstrate value for money.

**14 Grounds Maintenance:** As the new Grounds Maintenance schedule is still incomplete, this proposal is to issue the existing schedule exactly as it currently is, for quotes to enable maintenance to continue during 2023. **All Agreed.**

As this proposal provides no value for money comparison, the clerk will provide a report to full council to approve the way forward.

**15 Proposal to dress the Hill for the Coronation**

Councillor French proposed that union flags and coronation flags together with bunting be used to dress the hill for the coronation weekend. He proposed that a working party to do this should be put together for the 30th of April **All agreed**

**16 Date of next meeting:** Monday 17 April 2023

Meeting closed at 22:16

Signed.

Cllr Ivor French, Chair.

Date.

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