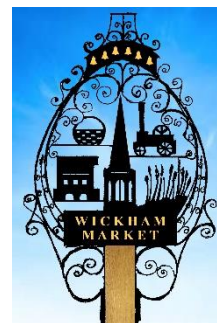


WICKHAM MARKET PARISH COUNCIL

CHAIR: IVOR FRENCH



MINUTES of the meeting of Wickham Market Parish Council held on
Monday 26 September 2022 at 19:00

- 1 **Present from the Council:** Cllr French (Chair)
Cllr Chenery (Vice Chair)
Cllr Horsnell
Cllr Westover
Cllr Dempsey-Gray
Cllr Gray
A. Besly (Clerk)
- 2 **Present from the Public:** Four: two left at 19:20 and one joined at 19:30
- 3 **Open Public Forum session** (3 minutes per person):
- 4 **Guest Speaker** Claire and Dan from County Broadband outlined their proposals for a full fibre network in Wickham Market using existing duct and poles to minimise disruption. They have already had a parish meeting and will be redistributing leaflets containing their latest offers
- 5 **Apologies for Absence:** Cllr Cooke, Cllr Jenkinson, Cllr Stansfield
Cllr Poulter (East Suffolk Council) [E.S.C.]
Cllr Nicoll (Suffolk County Council) [S.C.C.]
- 6 **Declarations of Interest:** None to the points on the agenda
- 7 **Approve the draft minutes of:** 18 July and 1 August Extra Meeting
It was proposed that the draft minutes of 18 July and 1 August Extra Meeting both be approved and signed by the Chair. **All Agreed**
- 8 **Suffolk County Councillor's Report (SCC):** None Received *Cllr Nicoll (SCC)*
- 9 **East Suffolk District Councillor's Report (ESC):** Published, there were no questions *Cllr Poulter (ESC)*
- 10 **Chair's Report:** Published. *Chair*
Cllr French clarified that Quiet Lane sign posts would be erected by SCC Highways and the Parish Council will attach the signs
- 11 **Clerk's Report:** Published. Some questions were raised *Clerk*
 2. **Young Adults:** Where has this group been publicised? It has not been publicised because the personal outreach to a group of teenagers is at capacity for the venue. A new venue is being looked at which could include a younger youth club earlier on the same evening
 3. **Speedwatch:** Why was the meeting not advertised to all councillors? This is because it was a training event for volunteers. No other councillors had expressed an interest in the group. Cllr Horsnell offered to set the sign up, check it and then rearrange volunteer training.
 10. **Car park repairs:** Can we investigate an interim drainage solution? The Clerk agreed to get quotes to investigate and clear existing drains
 16. **Village Hall Working Arrangements:** The clerk is planning to get practical and legal advice on the best way for the PC and the VH management to work together.
- 12 **Finance Report:** Published. There were no questions *Clerk*
 - 12.1 **Approval** of invoices above Chair & Clerk delegated authority: R&A Driveways, £12,750. It was proposed that this payment be approved. **All Agreed**
 - 12.2 **Approval** of Clerk's Expenses – Circulated. It was proposed that this payment be approved. **All Agreed**
 - 12.3 **Approval** of Cllr Westover's expenses. It was proposed that this payment be approved. **All Agreed**
- 13 **Climate Change:** Introduction from Jennie Greenhalgh – Report Published. *Cllr Dempsey Gray*
Cllr French closed the meeting to allow Jennie Greenhalgh to give an introduction. There was some discussion and the following points were noted:
 - It was generally agreed that the document produced by Rendlesham was good and could be used as a basis for similar in Wickham Market
 - The document author, Victoria, has offered to attend a meeting to explain the process

- SCC also have a comprehensive document
- There may be people in Wickham Market who would join a working group.
- There should be appropriate funding available

Cllr French reopened the meeting

13.1 Proposal for Wickham Market to declare a Climate Emergency – In line with Suffolk County Council. **All Agreed**

13.2 Proposal to formally appoint a Climate Emergency Working Group reporting to the Full Parish Council, led by Cllr Dempsey-Gray. **All Agreed.**

Some names were suggested for potential members. Cllr Westover would currently be unable to join because of other commitments. It was suggested that SCC Nature Strategy be reviewed

13.3 Proposal to support the Climate Change working group to work directly with other organisations in Wickham Market including the Church and the School. **All Agreed**

13.4 Proposal to support the Climate Change working group to work on the “Transition Street” initiative. **All Agreed**

14 Grounds Maintenance

Clerk

14.1 Proposal to accept a quote to trim and reduce height of Leylandii hedge adjacent to the Children’s play area and skate park – Quotes circulated. The quotes had not been circulated but the Clerk was able to show them on screen. The least expensive quote was from Norse at £225 plus VAT. The Clerk was authorised to accept this quote pending confirmation that it was for both the north and west sides of the hedge. **All agreed.** Norse cannot commence work until November

[Post meeting note: Norse have confirmed it is for the required work, so the Clerk will accept on behalf of the Council]

14.2 Proposal to integrate all grounds maintenance into one contract – Published.

All Agreed to move forward with a three year contract for the grounds maintenance work in the report. It was noted that:

- There will be a need for a management plan
- Specifications should include climate issues
- The invitation to tender will need to be advertised on the Contracts Finder website and a specific process will need to be followed

15 Consider a WMPC communication policy and sources of communication. A bimonthly news sheet is proposed to be delivered to all households - Report Published **Clerk**

It was proposed that a bi monthly newsletter be produced which may cost £565 per issue. **All Agreed.** The following was noted from the discussion:

- There may be funding available from People & Places
- The Church may be interested in contributing content as their editor is leaving
- Wickham Market organisations and local villages will be invited to contribute
- Advertising is not initially planned
- Councillors with their responsibilities could be included
- Councillor mini biographies could be included in future issues
- The Clerk was asked to update the existing sample newsletter for an initial publication as soon as possible

16 Children’s Play area: Approval requested to obtain quotes for repair and update programme which may cost up to £25k in total – Report and latest quote Published **Clerk**

It was proposed that the Clerk seek firm quotes for equipment repair and separate quotes for bonded surfacing. It was recognised that these two elements could cost up to £25k. **All Agreed**

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

17 Finance and General Purpose Committee Report – Published. There were no questions **Cllr Chenery**

18 Environment and Leisure Committee Report – Published. There were no questions **Chair**

19 Markets Report - Published

Cllr Westover

20 Date of next meeting: Monday 21 November 2022

Meeting Closed at 21:15

Signed.

Cllr Ivor French, Chair.

Date.

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