

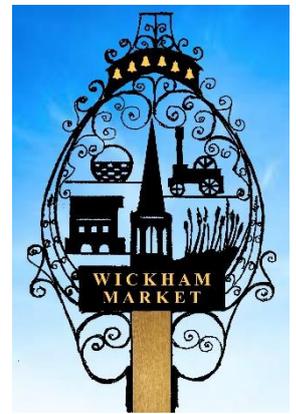
WICKHAM MARKET PARISH COUNCIL

CHAIR: IVOR FRENCH

ENVIRONMENT & LEISURE COMMITTEE

CHAIR: IVOR FRENCH

MINUTES of the Wickham Market Parish Council Environment and Leisure Committee meeting held on Monday 12 December 2022 at 19:00



1 Present from the Council:

Cllr French (Chair)
Cllr Chenery
Cllr Horsnell
Cllr Jenkinson
Cllr Cooke
A. Besly (Clerk)

2 Present from the Public:

None

3 Open Public Forum session

None

4 Apologies for Absence:

Cllr Westover
John Eldridge
Josie Hopps

5 Declarations of Interest:

None

6 Approve the draft minutes of the Environment & Leisure (E&L) Committee meeting of 10 October 2022

It was proposed that draft minutes of 10 October 2022 be accepted as correct records. **All Agreed**

7 Chair's Report – Published. There were no questions

8 Clerk's Report – Published.

There was a question regarding Village Hall Car Park Drainage. The Clerk confirmed that the trial drainage channel would help disperse excess water to the grass area rather than it pooling on the car park surface. The trench will be backfilled with 20mm shingle.

There was a question regarding the power on the hill which led to a discussion regarding a better aerial feed for the Plane Tree lights. This in turn led to a discussion regarding power to market traders and how to do this safely. It was decided that the next market planning meeting should review power regulations and risk assessment for provision of power to traders particularly in relation to trailing wires.

9 Allotments Report: Nothing to report

10 Market Report - Published

It was noted that there had been good feedback for the market and that the District Councillor and MP were both impressed with it.

It was highlighted that the grant received from the District Councillor included the purchase of two new gazebos which have not yet been bought. The Clerk offered to store them until more permanent storage was arranged. It was proposed that the Clerk purchase two new gazebos from the same supplier. **All Agreed.**

This led to a discussion on storage and when the Brownies shed would be moved from the Village Hall to create room for Parish Council storage. Cllr Horsnell will follow up on dates for removal

11 Tree work required around the Parish. In the absence of the Tree Warden, this item will be carried forward to the next meeting

12 Hedge overhanging footpath:

12.1 There are bushes overhanging the pavement at no's 3 & 5 Dallinghoo road which impede pedestrians. Suffolk County Council [SCC] say it is the landowners responsibility. This is a proposal for Wickham Market Parish Council to write to the owners and ask them to cut their bushes back to the boundary.

Cllr Chenery reported that although SCC have closed this case, an inspector will have reviewed the situation and the enforcement team will then serve notice on the land owned to cut back the overgrowth. This is a standard SCC Process.

Two other similar issues were highlighted: 87 High Street where the hedge impedes pedestrians and the path between Barhams Way and High Street which is impassable behind the garages because of Leylandii excess growth.

It was proposed that the Clerk draft a polite letter to these landowners citing complaints received and giving them the opportunity to rectify the excess growth before it is reported to SCC. **All Agreed.** The clerk will circulate a draft before sending.

12.2 There is a hedge overhanging the north side of the village hall carpark entrance which impedes pedestrians using this access. This is a proposal for Wickham Market Parish Council to write to the owners and ask them to cut their hedge back to the boundary. **All Agreed.** It was noted that as this hedge excess growth is over Parish Council owned land that SCC will have no input

13 Cemetery report

It was noted that the Cemetery Clerk did not receive an agenda so did not attend the meeting. The Clerk will rectify going forward.

It was suggested that the Cemetery could have its own page on the WMPC website which would include regulations and prices. Clerk to review and set a page up. He will ask the Cemetery Clerk for the current structure of fees to publish

13.1 Approve Cemetery regulations – Published

The Cemetery regulations were reviewed and it was proposed that they be approved subject to the plan that Cllr Jenkinson has produced is attached. **All Agreed**

13.2 Cemetery works required for new contract – Proposal published

The Clerk highlighted the September report including proposed works for a three year grounds maintenance contract that the full council approved in principle (26 Sept 14.2)

More detail on the work required is now urgently needed to enable the Clerk to prepare a Request for Quote (RFQ). It was proposed that the Clerk send a word version of the proposal out to all members of the E&L committee and the Cemetery group for input and suggestions before Christmas. **All Agreed**

14 Spring Lane Defibrillator Report

Cllr Horsnell proposed that Jane Simpson be approved as a volunteer to carry out defibrillator site checks and cleaning. **All Agreed**

It was noted that Jane should be made aware of the volunteering policy together with health and safety policy.

The Clerk will order a number of yellow reflective vests in different sizes for volunteers to wear going forward.

They will be printed with “Wickham Market Parish Council Volunteer”

15 Date of next meeting: Monday 13 February 2023

Meeting closed at 20:50

Signed.

Cllr Ivor French, Chair.

Date.

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