

WICKHAM MARKET PARISH COUNCIL

Chairman: Cllr Ivor French

Parish Clerk: Vacant post

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Minutes of the Environment & Leisure Committee Meeting

Monday 16th August 2021 at 7:00pm

Wickham Market Village Hall Committee Room

Present: Cllr David Chenery (Minute taker)
Cllr Anne Westover (Chair)
Cllr Dick Jenkinson
Cllr John Horsnell
Cllr Robin Cooke
Mick Miller Allotment Association Rep

WMPC attendance: Cllr Ivor French

Public attendance: Ray Lewis, also representing AA

1. Welcome to the meeting

Cllr Westover welcomed everyone.

2. Open Public Session

There were no questions raised.

3. To receive apologies for absence

Apologies were accepted from Linda Merriam & Josie Hopps.

4. To receive declarations of interest

Cllrs Horsnell declared a non-pecuniary interest as a Glebe Allotment Plot holder and member of the Village Hall Modernisation Steering Group.

Cllr Westover declared a non-pecuniary interest as a Glebe Allotment Plot holder.

Cllr Jenkinson declared a non-pecuniary interest as a Trustee of Wickham Market Partnership and Chairman of WM Good Neighbours Scheme.

Cllr French declared a non-pecuniary interest as his wife is the Village Hall CIO Treasurer and a Trustee.

5. To approve the draft minutes of the E & L Committee meeting held on 21st June 2021

A copy of the draft minutes of the Environment & Leisure Committee meeting held virtually on Monday 21st June 2021 had been circulated to all Committee members prior to the meeting. **RESOLVED** these would be signed by the Chairman as a true record of the meeting.

6. Actions & matters arising from the meeting held on 21 June 2021:-

5.2 – Parish Clerk to write a letter to Flagship Housing regarding the overgrown land at King Edward Avenue and the condition of the footpath. It was unclear if this had been actioned. The Chairman agreed to action this item when time permits.

6.1 – Update on defibrillator – Cllr Horsnell advised that this was now registered and on-line and we have the access code and an electrical certificate. There will be a weekly check on the power supply by Cllr Horsnell (with Cllr Jenkinson as a reserve). The heater was pre-set for winter. There will be a need for training, either on-line or face to face and Cllr Horsnell will arrange and draft a round robin to publicise this, for the Chairman to agree. Training to be after 20th October.

7. Village Sign – Update from Cllr Horsnell

Cllr Horsnell reported that Riverside had the sign and will soon be carrying out the shot-blasting. Cllr Horsnell to meet them, see the CAD drawing for the new sign face and email that around. Should take 6 to 8 weeks to then paint the sign. The Clerk had issued 2 orders, the next will be for the crane for council to agree. The wooden post from Anglian Timber would soon go to Riverside. Cllr French had ordered and installed smaller barriers around the sign base to allow wider pedestrian access alongside.

8. Village Hall/Playing Field

8.1– Village Hall Car Park – Repairs and drainage

Cllr Westover to ask Hopkins Homes if they have resources to advise on the drainage problem. Cllr French still favours the possibility of a one-way system and road link to the ESC Main Stay car park.

8.2 Play area repairs and quotes received

Cllr French and Cllr Cooke to meet to look at the quotes and provide an assessment of each in terms of items and cost.

8.3 Village Hall Playing field – management matters

The Football Club are seeking funds to improve the pitch. Cllr French to look at updating the agreement and the Chairman will ask for a quote to cut the grass once the new lease is signed – at present the VHCIO are cutting it from the £3,500 annual grant from the parish council.

8.4 VHCIO, Bowls and Football Club leases – update from Cllr Chenery

Philip Tallent to do track changes on the last version of the village hall lease and circulate. Cllr French updated the council on the Mens Shed. The organisers need to resolve the power supply and Cath Cauldwell will seek comments about the location of the shed, behind the village hall, from adjacent residents and then update the council. WMPC will likely use Blocks to draw up a new legal document. The Wickham Market Partnership are actively working with others to move the Archive Centre to the grounds of the Resource Centre.

9. To consider any matters relating to the cemetery

Approval of Cemetery Regulations – the Chairman will do any final tweaks to the document and investigate the production of a plan of the site.

Return of cattle and cutting of the paddock - No sheep or cattle were available to graze the land in 2021. WMPC could advertise the land for grazing in 2022.

The Cllr Westover will invite Paul Tynan/ESC Norse to a Cemetery Group meeting on October.

WMPGN scheme have received a grant from Community Action Suffolk for bulb planting in the village. Cllr Jenkinson will request that the Good Neighbours Scheme volunteers could plant the bulbs, with half in the cemetery and half in the Pightle Green.

10. To consider any matters relating to the allotments

Mick Miller queried what insurance we held for the allotments from the Allotments Association and if this would change if we joined the National Allotment Association. Ray Lewis to send existing insurance policy to the Cllr Westover and Cllr French to investigate the parish council files. Cllr Cooke offered to review the insurance policies

held by WMPC and AA. The Chairman to ask the Diocese whether it is possible to receive a copy of the Glebe lease.

Rent night is currently Thursday 30th September and letters to plot holders need to be issued soon. Bees – Simons Cross has one beekeeper/Glebe has two. There is a policy but no application form. Mick Miller to check if the beekeeper belongs to the National Beekeeping Association. Ray Lewis and Cllr Westover will progress a bee keeping form for all bee keepers to complete.

Mike Miller advised he would be stepping down as Chairman of the AA after the November AGM. The Committee offered a vote of thanks for all his work.

Ray Lewis advised that the recent SCC resurfacing of Crown Lane was carried out but did not include the track to the Glebe allotments. Cllr Jenkinson to report this on the SCC web site. The Chair advised that this was not usually metalled but that individuals have repaired the path/track with hardcore reasonably successfully over many years.

Simons Cross allotment – Cllr Westover was concerned about the AA reluctant approach towards planting at the SX allotment site despite public requests and the Neighbourhood plan intent. Mr Holland had agreed to the principle Cllr Westover will follow this up with support from Cllr Horsnell.

11. Pightle Green Update

Without Josie Hopps present the Committee agree to defer this item regarding the long term management of the green space to the next meeting.

12. Markets Update

The Summer Market takes place this coming Saturday 21st August. The stall plan of some 23 stalls was underway, and rent payments were all in hand. The Christmas Market is planned for Saturday 4th December. New members for the Market Group were needed.

13. Woman's Cycle Tour – Saturday 9th October 2021

The Committee agreed it would be a good idea to inform the public via the Round Robin and to firm up on timing and car parking.

14. Other matters

Paul Abbot will be advised by Mick Miller to speak with Cllr French about the location of a memorial seat on Broad Road.

The Red Triangle Bowls Club will be submitting a grant application which will be considered by the Finance and General Purposes Committee.

Date of the next meeting

The next meeting of the Environment & Leisure Committee will be held on Monday 18th October 2021. The Chair closed the meeting at 9.45pm

Agreed at meeting on 18th October subject to two corrections made. Signed 6th November

Signed: Chair Anne E Westover

Dated:6th November 2021