

**Minutes of the Environment & Leisure Committee meeting held on  
Monday 18th October 2021 at 7:00pm in Wickham Market Village Hall  
Committee Room**

Committee Present: Cllr David Chenery (Minute taker)  
Cllr Anne Westover (Chair)  
Cllr John Horsnell  
Cllr Robin Cooke  
Josie Hopps  
Mick Miller

In attendance: Ray Lewis, Shane Smith (Allotment Association)  
Cllr Ivor French WMPC Chair  
There were 8 members of the public present.

**1. Welcome to the meeting**

Cllr Westover welcomed everyone.

**2. Open Public Session**

A question was asked if there were enough dog poo bins around the village. Cllr Chenery reported a new resident was surprised how many bins we do have. The Chair advised public to report any gaps in provision that they identify. WMPC do have map of all bins.

Mr Laws, of the WM Bowls Club queried when their lease might be progressed. The Chair and Cllr Chenery advised that the parish council is hoping to finalise the new lease with the Village Hall CIO initially, then progress other leases. Cllr Chenery will update Mr Laws on progress.

**3. To receive apologies for absence**

Apologies were accepted from Cllr Jenkinson who is convalescing.

**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 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 18th August 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 Chair as a true record of the meeting subject to Item 7 with an extra "r" in the header and Item 10 to note there were 2 bee-keepers on the Glebe.

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

Cllr Horsnell updated the council on training for the Spring Lane defibrillator and sought volunteers which will include Cllrs French, Westover together with Ray Lewis, Mike Margetts and 2 members of the public. Will advertise further on the Round Robin in November. Cllr Horsnell to draft wording.

**7. Village Hall**

The Chair had not contacted Hopkins Homes to see if they can advise how to resolve the car park flooding but is happy to do so. Cllr Horsnell will contact the VH CIO to see if they can erect No Parking signs on the grass on the edge of the football pitch to prevent further damage.

A member of the public offered to advise on technical aspects, Cllr French to liaise. Play area- Cllr Cooke has looked at the 3 different quotes for repairs and said the priority is to make safe. He will contact Kompan to get them to add the costs to repair the donut and then compare to the other quotes. We may need to appoint 2 contractors for different elements of the tasks. Cllr Cooke to draft a summary of quotes and circulate to all councillors.

This work can be funded from the ESC Sports Fund.

Playing field – nothing to report

Village Hall CIO Lease – the parish Working Group will set up a meeting with the CIO to discuss their latest comments and seek to finalise the new lease shortly.

#### **8. Markets**

The Chair reported that the Wednesday markets were ticking along. She is collecting rents and keeping a payment spreadsheet. Chair and Sonya Exton checks the Saturday markets, with rent collected. The Christmas Market will be Saturday 4th December (9am – 2.30pm) and was getting interest from traders. The Chair asked for more volunteers to join the Markets Group. She has asked ESC if they can fund a gazebo(s) and received a positive response. They would become the property of the parish council who will need to find somewhere to store them. Josie Hopps reported that Wickham Partnership were preparing the Christmas shopping leaflet will include the market event and will fund it.

Cllr French had an ESC email approving Jo's application for benches, litter bins and planters and he will follow this up.

Cllr French had received a further ESC email offering assistance (advice and funding) for special bespoke market type event/s and needed a decision by 20 October – he will respond, registering our interest and discuss at the November parish council meeting.

Cllr French will contact Stevensons to order the small Xmas trees that decorate the Square and discuss the large tree that they have previously donated. Cllr French will liaise with Cllr Jenkinson who coordinates installation of the lights + storage in the Plane trees. It was agreed that Sunday 28<sup>th</sup> November would be a good date for putting up Christmas Trees, volunteers will be needed.

#### **9. Cemetery matters**

The Cemetery Group intends to meet soon and draw up a plan for winter works. Hopefully the new Clerk could assist with the final drafting of the Regulations. There may be a need for funding to cut the grass in the front field, install a new gate and remove a dead cherry.

#### **10. Allotment matters**

The Chair closed the meeting.

Mick Miller Allotment Association rep introduced Shane Smith who will succeed Mick after AA 19 November AGM. The two allotment sites were currently operating independently. Rent night had taken place. The AA and Chair await information on BACS payment records once new clerk is appointed, this will enable final allotment accounts to be prepared and to issue membership cards. Ray mentioned the need for hedge cutting at The Glebe site. The Chair advised that both the handyman, farmer and some plot holders are cutting the hedge sides, she advised that the AA

should set up a work party to carry out further hedge cutting work. Village and private tools are likely to be available. Cllr French to liaise with Robin to find the parish council's insurance documents. The Chair will liaise with others to finalise the policy for keeping bees, noting that Shane Smith is one of the 3 beekeepers on the allotments. Vacant plots will be advertised in the Wickham Market News and on Next Door.

The Chair re-opened the meeting.

**11. Queens Platinum Jubilee**

This will be in June 2022 during half term (and the Suffolk Show). The Committee felt there should be a local event. There was discussion regarding the 2012 celebrations when there was a Jubilee tea-party in the Village Hall and guided walks. An event could perhaps be linked to ESC's offer to support events. To be discussed at the November WMPC meeting. It was also suggested that the Church Pightle might be a good location for a small fair or event.

**12. Church Pightle Green**

The Committee discussed the idea management and the idea of carrying out further softening/keeping flowers for bees and some additional planting. The Chair will arrange a meeting with Norse, Paul Tynan and Church Terrace residents, through Jennie G and Josie Hopps. Marie Curie have offered to donate daffodil bulbs, it was agreed that the Chair would accept these for planting.

**13. Village Sign – Update from Cllr Horsnell**

Cllr Horsnell reported that Riverside had made slow progress. He had spoken with Robertson's who can do the CAD drawing for the sign if Riverside cannot provide this. The WM and bells panel were discussed, possible option of sign writing/painting (rather than cut panel). Chair prefers this option as she was not sure of the success of the cut work option. This might result in a reduced price from Riverside which will cover signwriter cost.

Cllr Horsnell remains hopeful the sign will be erected before Christmas.

The Chair closed the meeting to hear that an attending member of the public, Kelvin Gray, could do the CAD work if asked.

The Chair re-opened the meeting.

The Committee recorded its gratitude to Cllr Horsnell for all his efforts on this project and agreed to update residents once these details are resolved and a firm date for installation is known. There was support for an event for when the sign is unveiled

**14. Other matters**

The Suffolk flags will be removed from the WM Square premises when the Christmas trees go up.

Cllr Horsnell advised he had reported the state of Crown Lane access to allotments to SCC.

Ray Lewis and Shane Smith offered to join this Committee as Allotment reps.

**Date of the next meeting**

The next meeting of the Environment & Leisure Committee will be held on Monday 13<sup>th</sup> December 2021.

There being no further discussion the Chairman closed the meeting at 8.42pm

DRAFT 6<sup>TH</sup> November 2021

**Signed:....., Chairman**

**Dated:.....**