

Wickhambrook Parish Council – Estates Committee

SUMMONS TO COUNCILLORS

You are hereby summoned to attend an extra-ordinary meeting of the Wickhambrook parish Council Estates Committee on Thursday 1st September at 7:30pm in the Pavilion, Wickhambrook Memorial Social Centre

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will be invited.

AGENDA

- 22.09.01 Apologies for absence to be noted or approved:-
- 22.09.02 To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and to note any additions and/or deletions to the Council's Register of Interests.
- 22.09.03 Proposal:**
That the Minutes of the Estates Committee meeting held on 7th July 2022, as tabled, be agreed as a true record
- 22.09.04 Public comment or question invited on any Agenda item (**Open Session**)¹.
- 22.09.05 To note the following correspondence received to this meeting not dealt with as an Agenda item or in the Clerk's report.
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- 22.09.06 To note decisions of the Parish Council at its July meetings:

July: Resolved

EO22.07.06	To approve the draft response to West Suffolk Council's consultation on Preferred Options in developing their Local Plan (Appendices A and B to WPC.EO.22.07.02), subject to any amendments agreed at this meeting and consider a response to Part 3 (Site Allocations) at the parish council's scheduled meeting on 28 th July.
22.07.07	Resolved to <ol style="list-style-type: none">1. Continue with the Master Design Plan for the site allocation proposed by West Suffolk (WS Reference 4.12a), noting that there is very clear opposition to the site being mixed use, the design should consider housing only and under West Suffolk guidelines include mixture of housing types, affordable housing and self-build plots.2. Prepare a plan for the two community consultations to take place in Autumn/Winter 2022 for:<ol style="list-style-type: none">a) Draft Master Plan for the West Suffolk proposed allocated siteb) Draft Neighbourhood PlanTo be delivered jointly by the NPWG and Parish Council

¹ The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.

Hilary Workman, Clerk & RFO to the Council

123 York Road, Bury St Edmunds, IP33 3EG;

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22.07.08	To approve the draft response to West Suffolk Council’s consultation on Preferred Options (Site Allocations) in developing their Local Plan (Appendix B to WPC.22.07.03).
22.07.10.4	10.4 To approve the draft responses to the consultations listed below: <ol style="list-style-type: none"> i. West Suffolk Consultation on draft Statement of Licensing Policy (Appendix A to WPC.22.07.04) – No comments to make ii. West Suffolk Consultation on Community Governance Review – revised recommendations (Appendix B to WPC.22.07.05) Support Proposal iii. NALC consultation on DCMS consultation into short term holiday lets (Appendix A to WPC.22.07.06) – support NALC’S argument to DCMS.
22.0.15	Planning Response: DC/22/1197/HH – Householder Planning Application <ol style="list-style-type: none"> a) installation of ground mounted solar panels b) detached shed Old Bank House, Malting End, Wickhambrook CB8 8XG The parish council is concerned that the solar panels should be adequately screened from public right of way, in order to be compliant with the following core strategies: Policy CS2 Sustainable Development – A high quality, sustainable environment will be achieved by designing and incorporating measures appropriate to the nature and scale of development, including: D) conserving and, wherever possible, enhancing the character and quality of local landscapes and the wider countryside and public access to them, in a way that recognises and protects the fragility of these resources; Policy CS3 Design and Local Distinctiveness - Proposals for new development must create and contribute to a high quality, safe and sustainable environment. Proposals will be expected to address, as appropriate, the following components: <ul style="list-style-type: none"> • consideration of protection of the landscape and historic views;

22.09.07 To receive and discuss any report to this meeting from Portfolio Holders or other agencies and to take action as appropriate.

7.1	Parish Assets (defibrillator)	Cllr Couzens
7.2	Environment & Sustainability (<i>circulated</i>)	Mrs M Jolland
7.3	Footpaths officer (<i>circulated</i>)	Mr R. Medley
7.4	Tree Warden’s (<i>circulated</i>)	Mr R. Medley
7.5	Youth Facilities	Cllr Moy
7.5.1	Main Playground	
7.5.2	Teen Project and Games Area	
7.5.3	Zip Wire	
7.5.4	Bury Road Playground	
7.6	Six Acres	Cllr K Merritt
7.7	Cemetery and Churchyard Safety	Cllr J Norton
7.8	Village Greens	Cllr J Norton

22.09.08 To receive any report from the Parish Clerk and to take action as appropriate.

- 8.1 To note an update on current Estates Issues (tabled and circulated as **WPC.EC.22.09.01**) and take action as appropriate.
- 8.2 To note that the draft contract for Miscellaneous and Urgent Works (**Min. EC.22.07.10**) has been signed, and the first schedule of work instructed is due to be undertaken on 14th September.

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- 8.3 To note that EON. Next are scheduled to install a free Smart Meter for the electricity supply on 14th September.
- 8.4 To note that secure disposal of old papers in accordance with the Parish Council's Document Retention Policy has been arranged for 14th September (**Min. 22.07.11 refers**).
- 8.5 To note that quotes have been requested for the bi-annual inspection of the Zip Wire, due to be carried out late autumn.
- 8.6 To note that due to the prolonged dry spell, the number of cuts has been reduced.
- 8.7 To note that designation orders for the Quiet Lanes put forward following consultation in 2021 are due to be published by Suffolk County Council by the end of August.
- 22.09.09** To consider quotes for works to parish trees identified during the Tri-annual inspection of the Parish Trees (tabled and circulated as **WPC.EC.22.09.02**) and take action as appropriate.
- 9.1 Proposal: Cllr Couzens**
To authorise the works to parish trees as identified at WPC.EC.22.09.02 at a cost of not more than £670.00 plus VAT.
- 22.09.10 To consider a review of fees for clubs using Six Acres (tabled and circulated as **WPC.EC.22.09.03**) and take action as appropriate.
- 22.09.11 To consider a review of the grounds specification for the next financial year (tabled and circulated as **WPC.EC.22.09.04**) and take action as appropriate.
- 22.09.12 To consider an update and feedback on the proposal for works to the Multi-Use Games Area (MUGA), (tabled and circulated as **WPC.EC.22.09.05**) and take action as appropriate.
- 22.09.13 Any other Council business for information, to be noted or for inclusion on a future agenda.
- Review of Cemetery Fees & Charges
 - Review of 3 year plan for Estates Committee
- 22.09.14 To note the scheduled date for the next meeting is Thursday 3rd November 2022 at 7:00pm in the Pavilion, Wickhambrook Memorial Social Centre
- 22.09.15 Close of meeting.

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Hilary Workman
Clerk & RFO