

WICKHAM SKEITH PARISH COUNCIL

Minutes of the Parish Council meeting held on 2 March 2026 in
Wickham Skeith Village Hall

Councillors Present: Amanda Noller (Vice Chairperson) (AN), Tamsin Little (TL), Richard Palmer (RP) and Thomas Rowe (TR).

In Attendance : Tina Newell (TN) (Clerk), Rowland Warboys (RW) (District Councillor) and seven members of the public.

As Harriet Bowes was poorly Amanda Noller as Vice Chairman chaired the meeting.

020326/01 **Co-option:** Councillors noted there had been one villager interested in the position but to date no formal application had been received

020326/02 **Apologies:** Councillors received apologies for absence from Harriet Bowes (HB) and Jeanette Creasey (JC) prior to the meeting.

020326/03 All Councillors voted and accepted apologies from HB and JC.

020326/04 **Declarations:** There were no declarations of interest or dispensations to consider.

020326/05 **Minutes:** Councillors confirmed receipt of the draft minutes from the Parish Council meeting held on 19 January 2026 prior to the meeting and agreed they accurately reflect the decisions made at the meeting; AN was authorised to sign and date these as a true record (pages 15-21).

Public Forum:

020326/06 Councillors confirmed receipt of District Councillor Rowland Warboys (RW) report prior to the meeting; further to the recent call for sites exercise over 1,100 sites have been put forward and a five week consultation on a Sustainability Appraisal Scoping Report has commenced ([details here](#)); the Norwich to Tilbury examination has started and Mid Suffolk District Council has made it clear they believe the plans must be halted so alternative options can be properly considered; the Mayoral elections will be postponed until May 2028; the Government should publicise the final decision on Local

These minutes are in draft form only. They have not been ratified by full Council and therefore are not a matter of formal record. They will be presented to full Council for approval at the next meeting.

Government Reform by the end of March 2026. The full report is appended to these minutes.

- 020326/07 Councillors noted there was no report from County Councillor Andrew Stringer.
- 020326/08 A villager asked if any of the 1,100 sites from the call for sites exercise are in Wickham Skeith; TR confirmed there are two sites one off Kitchen Close and another off Rose Lane.
- 020326/09 TR asked what number of houses the Parish Council is expected to deliver over the forthcoming years; RW suggested Andrew Stringer (County Councillor and portfolio holder for Planning) would know this confirming the figures are not known by District Councillors.
- 020326/10 A resident suggested draft agendas and minutes are published in the Parish newsletter.

Reports from groups/Councillors:

Biodiversity:

- 020326/11 Councillors reviewed the draft policy and noting the amendments resolved to adopt the policy.
- 020326/12 A successful Saturday was had clearing the scrub land on The Grimmer and thanks were given to the working party for their hard work.
- 020326/13 Councillors noted there has been no application to the District Councils 'nature recovery and biodiversity fund' due to the tight deadline; a smaller project may require an application for funding in the future.
- 020326/14 **Community Infrastructure Levy (CIL):** TL confirmed twelve responses were received from the recent village survey: six wanted play equipment, one a Neighbourhood Plan and four would like the village hall kitchen refurbished. Other suggestions included repairs to the Church roof, general improvements to the village hall and white gates on entrance to the village. After a lengthy discussion noting the Parish Council don't own land on which to put play equipment it was agreed to invite applications for funding from the Parish Council CIL fund; RW confirmed the District Council also invite applications for District CIL.

- 020326/15 **Nationally Significant Infrastructure Project (NSIP):** TL had been unable to attend the open floor and issue specific hearings; RW confirmed earlier in the meeting the District Council have made it clear the plans must be halted so alternative options can be properly considered
- 020326/16 **Neighbourhood Plan:** Councillors agreed to defer any decision until the number of houses the Parish is expected to deliver is known; RW confirmed the District Council has funding in place to attract new Plans.
- Road Safety:**
- 020326/17 Dodmans Pightle: After a lengthy debate it was agreed for TN to continue pursuing Anglia Water for a copy of their report.
- 020326/18 Daisy Green Lane: It was noted Essex and Suffolk Water claimed the issue is with Suffolk County Council (SCC); SCC carried out tests and confirmed the water was chlorinated which indicates it is from a burst water main.
- 020326/19 A resident presented a summary of the data recorded from the recent speed survey which showed 23,663 traffic movements in the two week period which averages to 1,820 per day with an alarming 54.2% travelling at or above 35mph. After a lengthy debate it was agreed to hold an urgent meeting with AS and senior traffic officers from the County Council. The Parish Council expressed sincere thanks to the resident for producing such a comprehensive report a copy of which will be available to view in the village hall.
- 020326/20 Councillors noted the litter pick will take place on 14 March 2026 from 10am.
- 020326/21 Councillors noted whilst some equipment has been generously given by Mid Suffolk District Council TN will request more from Andrew Stringer (County Councillor).
- 020326/22 **Tree Safety:** TR confirmed there are four larger trees sited on private land that would impact telephone lines should they fall; after discussion TR and RP agreed to meet with the land owners.
- 020326/23 **Village Hall:** All Councillors received confirmation the container has been delivered. Noting all archive material is now located at The Hold and there is only a small amount of litter picking equipment the Parish Council require

stored it was resolved to gift the storage container to the Village Hall Committee.

Planning:

- 020326/24 Councillors noted there have been no planning applications made to the District Council relating to Wickham Skeith since the last meeting.
- 020326/25 Councillors note there has been no determinations made by the District Council relating to Wickham Skeith since the last meeting.
- 020326/26 Councillors noted the Parish Council considered registering The Grimmer with land registry first in 2001; after much discussion it was agreed for TN to research minutes from 2001 and RP will consider the advantages and disadvantages of owning the registered green and bring to the May meeting.

Finance (all supporting paperwork appended):

- 020326/27 TN confirmed the Parish Council has cash available of £25,733.51 as at 24 February 2026 supported by bank reconciliations and bank statements; £0.00 in Barclays Premium, £0.00 in Barclays Community, £0.00 in Unity Savings and £25,733.51 in Unity current.
- 020326/28 Councillors confirmed receipt of the budget to actual report; all Councillors noted despite the payments of 'CIL' and 'defibrillator' being funded from reserves and the 'capital' being funded by a grant (shown in receipts) payments are £1,367.90 over budget; with receipts only £407.85 above budget it was noted the general reserve has been used to fund additional payments and will be used to fund payments to 31 March 2026 being the end of this financial year and only a short term requirement.
- 020326/29 Councillors confirmed receipt of the reserves account at the meeting and noting the general reserve is £3,593.35 65% of the Precept agreed the Parish Council remain financially stable.
- 020326/30 All Councillors reviewed the Asset Register and agreed it reflects all assets owned by the Parish Council at the current time.

Councillors noted the following receipt:

020326/31	Interest	Barclays	£48.16
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Councillors ratified the following payments made since the last meeting noting invoices have been verified:

020326/32	Unity	Bank charge (monthly)	£6.00
020326/33	Defib Store	Defibrillator pads	£162.00
020326/34	BT	Broadband	£54.16
020326/35	BT	Broadband	£54.16
020326/36	V Hollis	Bench fixing	£72.20
020326/37	Suffolk Cloud	Website hosting	£150.00
020326/38	T Newell	Salary	£288.23
020326/39	Adaptainer	Container	£2,784.00

Councillors approved the following payment:

020326/40	T Newell	Salary	£291.36
020326/41	Councillors agreed not to purchase any signs warning of litter pick in progress agreeing all volunteers wear hi-vis vests and the sign would need to be moved continually which would cause its own hazard.		
020326/42	TN confirmed the District Council has confirmed receipt of the precept request for 2026/27.		

Governance:

All Councillors agreed to adopt the following risk assessments:

020326/43	Financial
020326/44	Speed Indicator Devices
020326/45	Workplace Bullying
020326/46	All Councillors acknowledged a review of the Internal Controls had been completed and resolved to adopt the document as reviewed.
020326/47	All Councillors noted a Data Audit had been carried out by TN and agreed to adopt this review as accurately reflecting the data the Parish Council process.
020326/48	All Councillors agreed to carry out on line training on General Data Protection using the Information Commissioners Office website; TN will send a link to all Councillors.

- 020326/49 **Correspondence:** All Councillors agreed to comment ‘at this stage the Parish Council have no comment’ as a response to Mid Suffolk District Councils Sustainability Appraisal Scoping Report.
- 020326/50 **Other matters for inclusion on a future agenda:** Community Emergency Plan
- 020326/51 To note the date for the next scheduled meeting is 11 May 2026; it was noted this is the date for the Annual Parish meeting followed by the Annual Parish Council meeting.
- 020326/52 AN closed the meeting at 21.47.

Draft