

Wickhambrook Parish Council (WPC)

Minutes

Of an Extraordinary Meeting of the Parish Council held on Thursday 9th April 2026

Present: A Grimes, K Grimes, M Karunaratne, M Lavelle (Chair), T Turner
Hilary Workman, Clerk; Catherine Paddon, Suffolk Fire service

- EO.26.04.01 **Noted:** That there were no apologies to approve, the following apologies noted:
- West Suffolk Cllr Sarah Pugh
- EO.26.04.02 **Noted:** That when invited, there were
- 2.1 No Members' Declarations of Local Non-Pecuniary Interests Disclosable Pecuniary Interest and/or Other Registerable Interests in subsequent Agenda items
 - 2.2 No declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25
 - 2.3 No requests for dispensations
 - 2.4 No additions and/or deletions to the Council's Register of Interests. -
- EO.26.04.03 **Noted:** Public Forum – (**Open Session**)¹.18:16
That when comment or question on any Agenda item or matter of concern was invited, there being no members of the public, public forum was closed.
- EO.26.04.04 **Noted:** Reports from Representatives of the Council on External bodies, Ward Members and other external bodies as appropriate.
- 4.1 Cllr Mrs Bobby Bennett, Suffolk County Council – not present
 - 4.2 Cllr Mrs Sarah Pugh, West Suffolk Council - not present
 - 4.3 Catherine Paddon, Community Engagement Officer for Suffolk Fire and Rescue
Catherine introduced herself and her role in Suffolk Fire and Rescue service. Currently the organisation is working to increase awareness and raise its profile. Wickhambrook is 1 of 32 neighbourhoods with on call fire stations and the service is now recruiting new team members. She brought with her leaflets for circulation across the parish, and asked the parish council for suggestions as to how to reach more people across the parish, which are summarised below:
 - Notice boards
 - Village fete and flower show in July – Fire service to organise a demonstration
 - News items across the following formats:
 - Website
 - Facebook – parish and community pages
 - Parish Pump
 - Wickhambrook Scene
 - Horringer podcast

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.

Signed: M P Lavelle

Dated: 30/04/2026

- Engagement with local organisations and businesses including:
 - School
 - Pub
 - Young farmers club
 - Café 33
- Interview with a new recruit
- Clear advice on recruitment requirements

Catherine further advised that On Call Fire Crew (this is a paid, not volunteer role) undergo an initial 2 – 3 week course, followed by eighteen months training to qualify as a competent fire fighter

EO.26.04.05 **Noted:** Planning applications listed below as notified by West Suffolk Council for comment.

- 5.1 [DC/26/0318/FUL](#) – planning application
Change of use of land to private equestrian use
Brookfield, Coltsfoot Green, Wickhambrook CB8 8UW
See planning report [WPC/EO/26.04.01/DC/26/0318/FUL](#)
Subject to the footpath across the land being maintained in accordance with any advice from Suffolk CC PRoW team, the parish council had no objections to make.
- 5.2 [DC/26/0423/HH](#) – Householder Planning Application
Single storey rear extension
2 Browns Close Wickhambrook Suffolk CB8 8YF
No objections
- 5.3 [DC/26/0462/HH](#) - Householder planning application & [DC/26/0463/LB](#) – application for Listed Building consent
Summer house in rear garden
Fort George Bury Road Wickham Street Wickhambrook
No objections
- 5.4 **Resolved:**
That the Clerk make known the Council's comments on planning applications above to the Corporate Manager, Growth & Sustainable Planning at West Suffolk Council.

EO.26.04.06 **Noted:** Other Planning matters for information, to be noted or for inclusion on a future agenda.

- 6.1 **AP/26/0005/STAND** – Listed for hearing
[DC/25/0522/LB](#)
Gaines Hall Attleton Green Wickhambrook Suffolk
The parish council considered this application at its meeting on 24th April 2025 (Min. 25.04.17.2) and had no objections
- 6.2 **AP/26/0012/STAND** – Standard Appeal
[DC/25/0823/FUL](#)
Aldersfield Place Farm Ashfield Green Wickhambrook Suffolk
This matter was considered at the July '25 meeting - Min. 25.07.13.1 and the parish council determined to support the application.

EO.26.04.07 Noted:

The meeting considered a request for financial support from Wickhambrook Fete & Flower Show (previously circulated as report [WPC.EO.26.04.02](#)) and **Resolved**

The parish council authorise a contribution of £243.60, being the cost of First Aid & Medical Cover for the Wickhambrook Summer Fete.

EO.26.04.08 Noted: Clerk's report

8.1 The clerk had received an approach from Lidgate Parish Council inviting the parish council to work with a small group of 3-4 local parishes to apply to SCC to obtain 20mph zones under the new policy and to share the costs, which would otherwise be prohibitive.

The meeting agreed in principle to investigate opportunities to work with other parishes, noting that at present there was no commitment of time or funds, but this would be more likely to fall into next financial year by the time funds might be required. It was further noted that this work would support the Neighbourhood Plan

Community Action 9 – Traffic Management

The Parish Council will work with Suffolk Highways to ensure that actions are taken to make Wickhambrook's roads and lanes safer for all users, to manage traffic and to tackle speeding and inconsiderate road use. Priority will be given in the work of the Parish's road safety working group to issues that include:

- inhibiting the speed of vehicular traffic
- ensuring that pavements are wide enough and well-maintained
- improving safety at crossing points and junctions

and asked the clerk to add this as an item to explore possible consultation with residents of the parish at its September meeting.

8.2 Resolved: To authorise the payment to be made as listed below:

Voucher	Date	Description	Supplier / customer	Supplier ref.	Account name	Net	VAT	Total
1587	10/04/2026	Replacement Defib Pads (refund t	Defib Warehouse	#dw-181416	Safety and Security	£ 64.95	£ 12.99	£ 77.94

EO.26.04.09 Noted: That when any other matters for information, to be noted or for inclusion on a future agenda were invited:

- Consultation with residents of the parish on possible introduction of 20mph speed limits on minor roads in the parish

EO.26.04.10 Noted:

Confirmation that the scheduled date for the next meeting is Thursday 30th April 2026 beginning at 6:00pm at Dulcie Smith Room, Wickhambrook Memorial Social Centre.

EO.26.04.11 Noted: Close of meeting - 18:52pm

Signed: M P Lavelle

Dated: 30/04/2026