



Wingfield Parish Council

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Unconfirmed minutes of Wingfield Parish Council Meeting (unless signed).

Held on 17th September 2025 7.30 pm at Syleham and Wingfield Village Hall.

Present:	Guy Mathias (GM)	Chair
	Lee Smith (LS)	Councillor (Vice Chair)
	Robin Feavearyear (RF)	Councillor
	Dennis Murray (DM)	Councillor
	Melanie Murray (MM)	Councillor
	Henry Lloyd (HL)	Suffolk County Councillor
	Lavinia Hadingham (LaH)	BMSDC Councillor
	Lesley Hastie (LH)	Clerk
Attendees:	Members of the public	6

Item No	Agenda title	Action
25.25	Chairman's Welcome	
a.	Chair welcomed people to the meeting.	
25.26	Apologies for absence	
a.	None. AJ (Absent).	
25.27	Conflicts of interest relating to the agenda items	
a	None.	
25.28	Approval of the minutes of the 14 May 2025 meeting as a true record	
a.	The minutes were approved with no amendments.	
25.29	District Councillor's Report	
a.	LaH gave an update on the council's intentions to propose three super councils to the government. LaH added that the decision on whether to move to three super councils would be made by the government and that it was likely that Mayoral elections would take place next year followed by the unitary elections. It was likely that the new council system and the old would operate in parallel to each other for a year to ensure a smooth transition.	
25.30	County Councillor's Report	

Item No	Agenda title	Action
a.	<p>HL confirmed that he was expecting a mayoral election next year and that the One Suffolk proposal had been agreed and would be sent to the government. Details of the proposals can be found here: https://onesuffolkcouncil.co.uk/one-suffolk-one-council-one-stronger-future/</p>	
25.31	Issues for discussion	
25.31a	<p>Co-option of Councillor</p> <p>A formal resolution was made to automatically co-opt Mr Jay Flectcher onto the Parish Council as the sole applicant.</p>	
25.31b	<p>Parking at Castle Crescent/Flooding at Castle Crescent</p> <p>Parking: Clerk reported that a request had been made to the Parish Council to erect no parking signs on the grassed area at Castle Crescent to protect the grassed areas. The clerk contacted the council to establish whether the Parish Council or BMSDC owned the land. The council confirmed that the grassed area belonged to the council and that individuals should make a request via the Housing Officer for Wingfield. This was relayed to the resident. The council is undergoing a reorganisation and the new housing officer for this area has yet to be appointed. Once known, contact details will be forwarded to the resident.</p> <p>Flooding: Clerk reported that a resident had contacted the Parish Council for support regarding flooding of their property as a result of a leaking water pipe at Castle Crescent. The Parish Council contacted LaH who escalated this on behalf of the resident with the result that council engineers attended the property to resolve the leak. Councillors thanked LaH for escalating this.</p> <p>Councillors also discussed the following issues:</p> <p>Loose Drain Cover at Castle Crescent: Clerk reported this had been inspected by Suffolk Highways' Community Liaison Engineer who confirmed that the drain was a council drain. He recommended that this be reported on the Suffolk Highways Reporting Tool. The clerk confirmed that this had been reported. MM reported that the drain cover was very loose and that it could pose a danger to anyone standing on it. The Clerk said that she would report this to the council and HL said that he would expedite this.</p> <p>Bike rack for schoolchildren: Clerk reported that a resident had asked if the Parish Council could install a bicycle rack at the junction of Vicarage Road and Syleham Road at the bus stop where children pick up the Hartismere school bus.</p> <p>While councillors understood the need for the bicycle rack, they were unable to agree to this request as the proposed location is on common land and a conservation area. Councillors agreed that they would be happy to consider requests for bicycle racks on Mid-Suffolk Council owned land.</p> <p>Installing a 40mph speed limit on Chickering Road</p> <p>Councillors asked HL whether it would be possible to install a 40mph speed limit on the Chickering Road given the number of accidents that</p>	

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	<p>had happened there. HL advised that the council was unlikely to fund this due to the cost, that there was no residential frontage on that part of the road, and that evidence from the accidents showed that the accidents were due to alcohol and drugs rather than speeding.</p> <p>Hedge cutting</p> <p>LS reported that there were a number of overgrown hedges in the village that needed cutting back and that he would speak to residents about this.</p>	
25.31c	<p>Village Signs - Update</p> <p>GM reported that councillors had looked at the cost of installing oral history signage and that the cost to produce and maintain them would be high. GM added that the Wingfield History Project was looking at installing information boards at The Barns and at Castle Crescent which would include a map with walking routes around key historic buildings and sites, and which would also include the oral history place names for streets and lanes and an explanation of the meaning of these names.</p>	
25.31d	<p>Village Phone Box</p> <p>LS confirmed that the phone box had been straightened. GM thanked LS on behalf of the parish council for carrying out this repair.</p>	
25.31e	<p>Tree Planting/Memorial Tree</p> <p>LS reported that he had arranged to purchase an oak tree at a cost of £72 and that this would be installed on Bleach Green.</p>	
25.31f	<p>New defibrillator - Update</p> <p>Clerk reported that the defibrillator and cabinet had arrived and had been delivered to Corner Green Farm where an electrician was due to install it. Councillors agreed that the parish council should pay the cost of the electrician. ACTION: Clerk to contact Corner Green Farm.</p>	Clerk
25.31g	<p>Wingfield History Project</p> <p>GM reported that a Wingfield History Project Group had been set up with members from Wingfield Barns, the Parish Council, and interested members of the community. Projects include:</p> <ul style="list-style-type: none"> • Interviewing older residents and recording their memories of Wingfield and its residents • Creation of a permanent display of photographs and the interviews of older residents at The Barns • The creation of information boards which give details of the history of the village including its buildings and oral history place names. It's proposed that these information boards will be sited at Castle Crescent and at The Barns. <p>GM added that the group were very happy to hear from anyone who would like to share their memories, photos etc of growing up in Wingfield.</p>	
	<p>Clerk's report</p>	
25.32	<p>Planning</p>	
25.32 a	<p>Current planning applications</p> <p>Clerk reported that councillors had responded to two planning applications including:</p>	

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	<p>Application for planning permission for an electrical car charger: DC/25/03738. The council had no objections.</p> <p>Application for planning permission for landscaping works to walled garden, installation of a swimming pool and erection of two outbuildings: DC/25/03300. Councillors had no objection.</p> <p>The clerk reported that Fennings Farm had appealed regarding amending the requirement to have community liaison as a condition of its planning application (AP/25/00048).</p>	Clerk
25.33	<p>Gov.uk – website- update</p> <p>Councillors agreed to appoint Easy Websites as the website and email provider.</p>	
25.34	<p>Finances</p>	
25.34a	<p>A bank reconciliation for the year to date was presented to councillors. The clerk confirmed that the CIL return had been completed and sent to the council.</p>	
25.34b	<p>Grant Funding</p> <p>A grant for £178.81 for the village Open Gardens event was approved by councillors. The event raised £5.5k which was divided between a local hospice and the church. The organisers passed on their thanks to all of those who had supported the event and who had volunteered to help organise the event. Councillors also passed on their thanks.</p>	
25.35	<p>Emergency Planning: Dawn Wnukoski (DW), Emergency Planning Support Officer, BMSDC</p> <p>DW explained that her role was to provide guidance and support on how to prepare an emergency plan to parishes. She explained that it was important for parishes to have an emergency plan as when there was an emergency such as flooding, bad weather and power cuts, emergency services often struggled to get to small parishes as was the case with Storm Babette. DW recommended that:</p> <ul style="list-style-type: none"> • the parish council recruit volunteers from the community • identify a rest centre, such as the Syleham and Wingfield Village Hall • identify community resources such as generators and pumps • create a guidance document that would include who makes the decision to activate the emergency plan, who has the keys for the rest centre, who can knock on doors etc. • carry out a wash-up post emergency plan activation. <p>DW said that she would forward links to emergency plan templates and funding links. GM thanked DW for taking the time to speak to Wingfield Parish Council councillors and also councillors from Syleham Parish Council who were also in attendance.</p>	

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25.36	Public Session	
25.36a	There were no questions from members of the public.	
25.37	CONFIDENTIAL ITEM	

There being no other business, the Chair thanked those present for their contribution and closed the meeting at 21.09 pm.

Date of next meeting: 19 November 2025 7:30 pm Wednesday at Syleham and Wingfield Village Hall.

Chair: 

Date: 19/11/2025