

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee
10th April 2012 at 7.30pm in the MSC Pavilion**

Present

Cllrs. J. Walker (Chairman), J. Girling, K. Merritt and K. Sammons.
M. Cowan and J. Norton
R. Medley (Clerk)
One member of the public

1. Apologies for absence.

There were no apologies

2. Declarations of interest in agenda items

None was declared.

3. Minutes of the meeting of 7th February 2012

These were accepted as correct and signed by the Chairman.

4. Matters arising

4.1 The discounted quote of £1302.08 plus vat for mowing the playing fields in the 2012 season from Eastern Facilities Management Solutions (the usual contractor) had been accepted.

4.2 The overhanging hedges at Meeting Green had been trimmed.

5. Correspondence

5.1 A letter giving details of the 'Wickhambrook Discovers Its Past' exhibition planned for the weekend of 15th to 17th June had been received plus a request for a contribution towards expenses.

Cllrs. agreed to postpone consideration of this matter until the next parish council meeting

6. Playground

6.1 Safety Inspection. The monthly summaries were handed in. Marion Cowan reported that all equipment was being regularly monitored.

6.2 Fundraising and Publicity for improvements. Funds stood at £65,000 against the target of £90,000 but fundraising had stalled. The remaining funders were unwilling to donate towards a development on land not owned, or under longer term lease, by the Parish Council. The MSC was considering a more formal arrangement. The other possibilities for meeting the deficit were a separate application for £10,000 to 'Awards for All' for the zip wire and the contact of smaller funding bodies and local businesses for contributions.

Cllr. Sammons would organise a visit to both playgrounds by Richard Howard of Miracle Design and Play and invite other members of the committee.

6.3 Playground on Bury Road. There was no further news about the arrangements for handover.

7. Tree Warden' Report

7.1 Site for commemorative oak tree for Diamond Jubilee. Saturday 14th April was suggested as a date for a visit to possible sites by representatives from both the MSC and Parish Council. The tree warden had received further communication from the Borough warning against placing of trees too close to buildings.

7.2 Inspection of Parish Council trees. The quote of £400 plus vat from Acacia Trees had been accepted and inspection was due to start on 16th April. There was some uncertainty about the ownership of the trees bordering the Church car park. MSC were willing to make a donation towards the inspection and the parish council was thought to be responsible for the trees in the churchyard.

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Chairman

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Date

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8. Cemetery

- 8.1 Safety Inspection. Inspection reports were handed in. John Norton reported that the memorial gates would not close properly and would benefit from some attention.
- 8.2 Cemetery Management course. The Clerk had summarised the content. Paperwork would be circulated around the members of the Estates Committee and then passed on to members of the Parish Council. Any changes to the existing rules and regulations could be made before the end of the year. Cllrs. recommended the purchase of a safe in which the cemetery records should be kept.
- 8.3 Denoting the war memorial area. A site visit would be made on Saturday 14th April at 10.30am. Cllr. Merritt suggested a paving stone be placed at each corner to show the area to be kept clear.

9. Churchyard

- 9.1 Safety Inspection. The quarterly report had been completed. It was noted that the wooden fence adjacent to the almshouses had collapsed completely and was lying on the ground.

10. Teen Project

- 10.1 Safety Inspection. Reports were handed in. There had been several instances of vandalism of the litter bins and attempts at lighting fires. A new lockable litter bin had been fitted but had been immediately vandalised. Ian Cowan would repair the damage. Local Police representatives had increased patrols in that area.
- 10.2 Sign for games area. This had been installed by Cllr. Merritt.
- 10.3 'Wos Up' Youth Project. Cllrs. supported a repeat of the scheme in 2012 but hoped that pre-event publicity could be improved.

11. Six Acres

- 11.1 It was noted that vehicles had been driven on the grass but no significant damage had resulted.
- 11.2 Queens Diamond Jubilee Celebrations. Cllr. Sammons would contact the owner of Giffords Hall to discuss insurance cover before any further arrangements were planned.

12. Village Greens

- 12.1 Reports were handed in. Cllr. Girling would ensure that Moor Green was reinstated to its original state once building work at Meeting Green had been completed. This could include the installation of short posts along the road side to ensure that vehicles were not allowed access for parking. The Clerk was instructed to check if the hedge surrounding Moor Green had been trimmed and if David King was willing to continue to trim the rough areas at Nunnery Green. Cllrs. would consider arranging for the trees on Genesis Green to be tidied over next winter.
- 12.2 Litter Pick. Cllrs. agreed a further date for a litter pick immediately prior to the Jubilee weekend. The date chosen was Sunday 27th May and arrangements would be as usual.

13. Village Notice Board. Cllrs. instructed the Clerk to investigate costs for repairing the notice board on Bury Road. The frame of the hinged window was broken allowing rain to seep inside and the backing of the open section of the notice board had peeled off.

Date of next meeting.

Tuesday 12th June 2012 in the MSC Pavilion.

Meeting closed at 9.00 p.m.

I confirm that the above is a correct record of the meeting held on Tuesday 10th April 2012.

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Chairman

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Date