

**EC242**

**Minutes of the Meeting of Wickhambrook Parish Council Estates Committee held on 13 April 2017 at 7.30 p.m. in the Pavilion of MSC Hall**

**Present**

Cllrs K. Sammons (Chairing the meeting), J. Barton, K. Merritt and J. Walker

Lay members J. Girling, A Harris and R. Merry

Footpaths Officer R Medley

Clerk S. Thorburn.

**1. Apologies for absence**

Apologies were received from Lay member I Spencer

**2. Declarations of interest in agenda items**

Cllrs J. Barton and K. Merritt declared an interest in item 18

**3. Minutes of the meeting held on 9 February 2017.**

The minutes were signed as a correct record by the Chairman

**4. Matters Arising (for information)**

All matters arising had been itemised in the agenda

**5. OPEN SESSION 7.35 pm**

No comments were made.

**CLOSURE OF OPEN SESSION 7.35 p.m.**

**6. Rights of Way**

6.1 Response to letter from landowner about walkers straying from footpath

The Clerk had met the Rights of Way Officer from Suffolk County Council who was to meet with the contractor to discuss improvement to the surface of the By way. The Clerk was instructed to update the landowner as this may alleviate the problem.

6.2 Footpath 4/5 request to landowner to trim hedges. The Clerk was instructed to write to the owner of the hedge with this request.

6.3 Report from Footpath Officer – Roger Medley showed one of the warning signs recently acquired to the meeting. No response had been received to the request to Suffolk County Council to improve the surface of the footpath from Coltsfoot Green to the recreational field.

The three chosen walks for the new footpath leaflet had been published in The Scene and would be used in the leaflet.

**7. Youth Facilities**

**7.1 Main Playground**

**7.1.1 Inspections**

The written inspections were up to date. The hazard of footballs being kicked at the goal and hitting the playground equipment and fencing was discussed and this would be monitored.

**7.2 Teen Project and Games Area**

7.2.1 Inspections were up to date and the contractor had made a site visit to view the damaged wire section and had ordered a welded mesh to replace it.

The Committee discussed the other repairs and refurbishments required in these areas and upgrades to equipment. Quotes were to be obtained by Lay member Merry for resurfacing and repairs and replacement of the skin surfaces in the skate park.

These works would be funded by the earmarked funds already agreed in the budget.

**7.3 Bury Road playground**

7.3.1 Litter bin and overhanging trees update. The litter bin had been installed and the contractor would visit to check the 2 metre clearance of tree branches from the equipment was in place. Inspections were up to date.

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**8. Tree Warden's Report**

A detailed report was given by Lay member Julian Girling. The cherry tree at Attleton Green was showing signs of improvement in condition and the tree overhanging the seat at Genesis Green would be monitored as it may require pruning.

**9. Cemetery**

9.1 Safety Inspection - Gravestones all firm and no other hazards to report.

9.2 Memorial Garden – The contractor had started the clearance and levelling work for the area designated for the scattering of ashes. The hedging border lines would have the ground prepared by a rotavator and the planting would commence at the end of the summer. The work would be kept on schedule for November to enable the full grant to be accessed.

**10. Churchyard**

All the saplings had now been removed from the memorial stones.

**11. Six Acres**

11.1 Dog fouling was still an issue with some owners not complying with the regulations. The goal posts were still not being removed from the grass area making it difficult for the grass cutting contractor who was having to push them out of the way to complete the task.

**12. Village Greens**

12.1 Inspections

The inspections were up to date and reported that all greens maintained by the Parish Council contractor were in good condition.

**13. Grass cutting contracts**

It had been agreed to continue with the current contractor at the Parish Council meeting held in March.

**14. Agreements with sports clubs**

The Clerk was instructed to write to the Adult Football Club to request the return of the signed agreement and payment of ground rent or all activity should cease. The Parish Council would be requested to review all ground rent amounts prior to renewal in January 2018 and August 2017 for the Youth Football Club renewal date.

**15. Wooden pavilion update**

This had now been removed.

**16. Youth Football Club email from Chairman**

The Chair of the Estates Committee read the email to the meeting and all agreed that the Clerk should reply to the email stating that the contents had been noted. The Club should be instructed that the football pitch marked out next to the tennis court should no longer be used and the area allowed to return to the original condition with no further markings.

**17. Water inspection Bowls Club 9 a.m. Monday 24 April to check if non-return valve on standpipe.**

The Clerk should report back after the meeting and some cost may be involved to meet current regulations.

**18. Chapel maintenance quote**

The Clerk was requested to speak to the contractor who had submitted a quote and report back to the Chairman.

**19. Drain across Six Acres site meeting report**

The meeting was attended by Suffolk Highways, representatives from the MSC Trustees and Cllr Merritt. A collapsed drain ran under the Six Acres across to the field at the rear of the school. All agreed that the work should be undertaken and it would be taken to the next Parish Council meeting for agreement from the full Parish Council.

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**20. Litter pick report**

The Clerk reported a successful event with the next date agreed as Sunday 9 July with a start time of 10 a.m. The pavilion would not be required and the Clerk would set up in the hall porch with refreshments in the café as the Farmers Market was taking place that day.

The meeting closed at 8.50 pm.

**Date of next Wickhambrook Parish Council Estates Committee meeting Thursday 8 June 2017.**

I confirm that the above is a correct record of the meeting held on 13 April 2017.

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Chairman

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Date