

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 18 August 2016
at 7.30pm in the MSC Pavilion**

Present

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

Lay members J. Girling, R. Merry and I. Spencer

Footpaths Officer R. Medley

Clerk S. Thorburn

1. Apologies for absence

Apologies were received from Layman A. Harris

2. Declarations of interest in agenda items

None were recorded

3. Minutes of the meeting of 16 June 2016

These were accepted as correct and signed by the Chairman.

4. Matters arising

9.1.1 The insurance company was happy with the arrangements now in place and there was no requirement for Disclosure and Barring Service clearance.

6. The July litter pick had taken place and the time and date was set for the next, 11.30 a.m. Sunday 6 November.

10. Jubilee Oak plaque. The Clerk had spoken to Cllr Wilson who was to make investigations into the removal of the existing plaque for use without the guard.

11.1 Cemetery gates. These had now had some edges taken back and were easier to open.

16 The path at Browns Close had been cleared satisfactorily.

5. Open Session 7.35 p.m.

Cllr Merritt stated that the Byway from Coltsfoot Green to Australia Farm had been made unpleasant due to dog fouling being left on and beside the pathway. The Clerk was instructed to investigate the cost of another dedicated bin to be situated on the crossway of the rights of way by the farm, with signage applied.

7.40p.m. Open session closed

6. Youth Facilities

6.1 and 6.2 main playground and youth facilities

6.1.1 and 6.2.1 inspections were reported on by R. Merry.

All reports were up to date and submitted to the Clerk.

6.1.2 The hedge at the W.I. hut end of the playground was overgrown with brambles and the Clerk was instructed to ask the contractor to cut this.

The matting under one of the seats needed to be replaced from the stock held and the uneven ground outside the entrance would continue to be monitored and filled when necessary.

The playground notice had an error and the Clerk was instructed to order a replacement sign with the correct wording.

6.1.3 Vandalism repairs to be dealt with under **6.2.2**

6.2.2 The members of the committee had all received copies of the quotes in advance of the meeting.

R. Merry had provided notes to guide the committee through the three sets of quotations and due to costs involved in the total revamp of the skatepark felt that a wide consultation was necessary with views sought from all stakeholders. Cllr Sammons stated that grants may be available and as there was already a considerable financial commitment from the Parish Council different organisations could be approached. The committee discussed the best way forward and a sub-committee comprising Cllr Sammons, R. Merry and A. Harris who would also be invited to join, would be formed. They would visit other sites and review the existing area in the first instance.

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The vandalised games area was also to fall under this remit and no action was to be taken until a report from the sub-committee had been reviewed.

6.3 Bury Road playground.

6.3.1 Although the inspections undertaken by a local resident were up to date no action had been taken as the ownership had not been finalised. The Clerk was instructed to obtain a quote to replace the whole perimeter fence with concrete posts and heavy gauge, green plasticised, chain-link fencing. The grass cut was to be added to the annual maintenance schedule.

6.3.2 Letter to Havebury. This had been written requesting maintenance work be undertaken. There had been no response and now the ownership had been transferred to the Parish Council.

7. Tree Warden’s Report

All trees had been inspected and a completed reporting document was presented by J. Girling. The Clerk was instructed to contact Acacia who had performed the full inspection last year and request that they come back to re-visit the trees highlighted on the report. T19, a Horse chestnut, may require attention as it is overhanging powerlines.

8. Cemetery.

8.1 Safety inspection. J Girling submitted a report and stated that it was all in order.

8.2 Memorial Garden. The area had been re-cut and the brambles sprayed again.

8.3 Chapel door repairs. The locks had been repaired.

8.4 Course attended by Cllr P Couzens. A plan of the whole site was required and Cllr Couzens would look at obtaining an ordinance survey map to assist in providing a plan with plot numbers.

8.5 An ongoing rectification of the level of soil on a grave had still not been resolved with the Funeral Director concerned and Cllr Sammons was to write expressing the disappointment of the Committee.

Another grave had a large conifer growing on it and the Clerk was instructed to write to the relatives concerned and request that it be removed.

8.30 p.m. Cllr Walker left the meeting

9. Churchyard. The Chairman had visited the churchyard and the Clerk was instructed to request that the contractor remove the ash saplings growing amongst the memorial stones.

10. Six Acres

10.1 Inspection. Cllr Merritt submitted a completed report.

10.2 Misuse by bicycle time trials and mini-moped. An incident had occurred when Cllr Merritt had been verbally abused by a bike rider and the person timing his ride due to his objection to the speed being obtained in a public place. The police were informed of the incident and a crime reference number issued. A mini-moped rider was also seen using the field. The committee were informed of concerns that the field was being accessed for misuse from the school side which may require restricted access being enforced.

10.3 The damaged goal posts had been removed.

11. Village Greens

11.1 Inspections. A. Harris had submitted a completed report which the Clerk read to the committee.

11.2 Moor Green installation of posts would be completed within a week.

11.3 Coltsfoot Green ditch clearance had been undertaken but concern was raised about the soil deposits under the tree which looked unsightly. The Committee would monitor this to see if the contractor was going to treat this area further.

Atleton Green was cleared by the working party, I. Spencer reported. The Clerk was instructed to

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ask the contractor to ensure that the cleared area was regularly cut. The Clerk was instructed to investigate the removal of old electricity poles by contacting Cllr Claydon and if necessary UK Power Networks.

12. Report from Footpaths Officer

12.1 Email from a resident regarding condition of Byway from Coltsfoot Green. The Footpaths Officer, R. Medley, would report the waterlogged area.

12.2 Rights of way questionnaire.

This had been returned but no response had been received to date. The Committee agreed not to apply to the Walkers are Welcome scheme .

The clearance of footpaths with excessive side growth had been a problem this year and the responsibility was with the landowners to cut obstructions. The Committee decided that this issue should be highlighted in the Scene and hoped a good response would be achieved.

The Footpaths Officer had cleared 4 footpaths himself and the Clerk was instructed to contact the insurance company to clarify cover while this operation was taking place and enquire if health and safety warning signage should be displayed.

The meeting closed at 8.57 p.m.

Next Meeting Thursday 13 October 2016 in the MSC Pavilion.

I confirm that the above is a correct record of the meeting held on Thursday 18 August 2016.

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Chairman

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Date