

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 8 February 2018  
at 7.30pm in the MSC Pavilion**

**Present**

Cllrs K. Merrit (Chairing the meeting) and J. Barton

Lay members J. Girling, R. Merry and J. Norton

Clerk S. Thorburn

2 members of the public plus

1 member present until 8 p.m.

1 member present from 7.45 p.m. to 8 p.m.

**1. Apologies for absence**

Apologies were received from Chairman Cllr K Sammons, Lay member A. Harris, Footpaths Officer R. Medley

It was noted that as the meeting was not quorate decisions could not be made but discussion would take place and inspection reports presented.

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

None were recorded

**3. Minutes of the meeting of 4 December 2017**

These were accepted as correct and signed by the Chairman (note the meeting was not quorate)

**4. Matters arising**

8. The contractor had removed the fallen tree limbs across the pond at Attleton Green

**5. Open Session 7.35 p.m.**

No comments were made

**7.35 p.m. Open session closed****6. Footpaths Officer report**

The report was read to the meeting by the Chairman:

A section has been removed from the large fallen branch across FP 20 at the top of Fullers Hill and the remaining tree will be inspected for any further weakness

More hedges have been cut alongside of footpaths. Thanks to the landowners.

I have reported 4 fallen fingerposts

Recent high winds have caused some blockages to the footpath network. Most fallen trees have been cleared; the remainder will be cleared once the land dries out.

There will be a delay in the production of the Wickhambrook version of the Discover Suffolk leaflet. The member of staff responsible has left her post and a replacement is currently being recruited.

The Clerk reported that a Rights of Way presentation had been attended by Cllr Wilson and the Clerk.

**7. Finance.**

7.1 Final account for cemetery garden work.

The Parish Council had agreed the final payment and the 2018/19 budget showed £1000 to replace planting damaged by rabbits and order plaques for the memorial benches.

**8. Youth Facilities**

8.1 Main Playground

8.1.1 Inspection reports had been submitted to date

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**Chairman**

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**Date**

**8.2 Teen Project, Games Area and Zip Wire**

**8.2.1** Inspections had been submitted to date.

**8.2.2** Refurbishment. The 19 March has been given as the start date by the contractor. Lay Member R. Merry would be away at this time but would meet with Cllr Merritt and the Clerk before 6 March to discuss the project.

Lay members A Harris and R Merry would undertake paint work to smarten the area and place further grass matting at the entrance. The Parish Council would be asked to approve the spend on the paint supply. Funding for further improvements would be investigated by Lay member R Merry.

**8.3 Bury Road playground**

Inspection reports were up to date. The gate closure replacement was proving difficult to source for the wooden gate.

**Open Session 7.45 p.m. re-opened to accommodate the arrival of a member of the public**

A member of the public explained how the Youth Football Club was requesting a third pitch on the recreational field. A discussion took place and further deliberation would take place at the Parish Council meeting in two weeks.

**8.00 p.m. Open session closed****9. Tree Warden's Report**

All trees had been inspected. A large limb was suspended from a lime tree at the cemetery after the recent storm. Cllr Merritt would investigate and instruct the Clerk accordingly.

**10. Cemetery.**

**10.1** Safety inspection. Lay member J Norton presented a report.

**10.2** Request from Logan Homes to form a footpath. A length of land where the hedge was would be required to form the path and the Parish Council had agreed to this.

**10.3** Dogs on leads signs. These were to be displayed at both entrances.

**10.4** Storm damage branches by gates to chapel. These would be cleared.

**10.5** Memorial Garden update. Lay members J Girling and J Norton had treated the three benches with teak oil. The public had been using the memorial garden to walk through to the recreational field which had caused damage to the newly seeded area. The Clerk was instructed to add an agenda item to the Parish Council to extend the fence and prevent further damage.

**11. Churchyard.** No report. Lay member J Girling stated that all was in order.

**12. Six Acres**

**12.1** Inspection. Cllr Merritt gave a report – the ground was currently very water logged.

**12.2** Update on drain repair infill. This had been completed.

**12.3** Report from meeting regarding proximity of football pitch to the zip wire. The football pitch had been moved 6 metres as requested.

**13. Village Greens**

**13.1** Inspections. The report was read to the meeting by the Chairman..

**13.2** Posts at Coltsfoot Green. These had now been installed.

**14. Spring Litter Pick** –date to be approved. Sunday 4 March was agreed.

**15. Agreements and ground rent request for 2018/19**

These had been sent out to all by the Clerk.

**The meeting closed at 8.45 p.m.**

**Next Meeting** Thursday 12 April 2018 in the MSC Pavilion at 7.30 p.m.

I confirm that the above is a correct record of the meeting held on Monday 8 February 2018.

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Chairman

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Date