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**Minutes of a meeting of the Wickhambrook Parish Council Estates Committee  
10<sup>th</sup> January 2006 at 7.30pm in the MSC Pavilion**

**Present**

Cllrs. A. Harrison, K. Merritt and J. Walker  
P. Bayman and P. Miller  
Clerk R. Medley

**1. Apologies for absence**

Cllr. Bevan

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

No declarations.

**3. Minutes of the meeting of 8<sup>th</sup> November.**

The previously issued minutes were taken as read and signed, as were the minutes of the meetings of 13<sup>th</sup> September and 6<sup>th</sup> July.

**4. Matters arising**

No matters raised.

**5. Finance**

5.1 The following payments were approved:

5.1.1 Suffolk County Council invoice no. A 562722 for 16 cuts of the playing field in 2005	£1163.90
5.1.2 D. R. King invoice no. 101732 for 'provision of equipment for Grounds Maintenance and tree belt tidying'	£1127.10

The clerk was instructed to request that D.R.King give dates of the period over which the work was carried out on future invoices.

5.2 The following renewal of contract was approved:

5.2.1 Suffolk County Council quote for 16 cuts of the playing field in 2006	£1222.12
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**6. Tree Wardens Report**

6.1 Tree planting. Cllr. Bevan had provided a written report which included the details of trees requested from the Borough for delivery in March. They were 5 Spindle trees, 25 Hawthorn, 25 Blackthorn and 5 Dog Rose.

6.2 Tree pruning. This completed work (minute 6.1 of November meeting) formed part of the invoice mentioned under 5.1.2.

**7. Cemetery**

7.1 Safety Inspections. P. Bayman handed in an inspection report – no safety issues identified.

7.2 Chapel. The Clerk had contacted Bruce Wade to request a quote for repainting and repair.

7.3 Planting on graves. No further information available.

**8. Churchyard**

8.1 Safety inspections. Cllr Bevan had reported that the next inspection was due in mid January.

8.2 Headstone maintenance. Contact had been made with Saxon Monumental and visit date was awaited.

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**9. Playground**

9.1 Safety inspections. No report was available. Cllr. Walker offered to discuss the situation with J. Shaw.

9.3 Maintenance.

9.3.2 The damaged rotating boxes had been removed.

9.4 Path to playground. The Clerk reported that two sources of possible funding had been identified and it was agreed that he should make further enquiries.

**10. Teen Project**

10.1 Progress on securing grindbox. A councillor had offered to do this work. The Clerk was instructed to remind him.

P. Miller had carried out safety inspections and no issues were noted. A completed inspection report was handed to the Clerk.

**11. Six Acres**

11.1.2 Letter to Football Club. A letter had been sent on 5<sup>th</sup> December 2005 but there had been no response. It was agreed that the Clerk would contact the Insurance Company to see what else should be done to minimise liability.

P. Miller reported recent use of the pitch.

11.1.3 Tree planting on green by school. No further information available.

P. Miller had completed safety inspections – no issues were noted.

**12. Village Greens**

12.1 Inspections. P. Miller presented a written report. This contained no safety risks but she noted a deep tyre rut along the edge of Genesis Green and that the vegetation on Attleton Green had been cut down and the whole area appeared much tidier.

**13. Grounds Contract**

Cllr. Bevan had reported that the churchyard would be cut on alternate cutting visits – a continuation of the procedure introduced last year.

The Clerk stated that the works specification was in process of being updated to include the changes to the conservation areas in the churchyard and Attleton Green.

**14. Date of next meeting**

Tuesday 14<sup>th</sup> March 2006. Time 7.30 p.m. Venue to be confirmed.

**15. Dates of future meetings**

The following dates were agreed – Tuesdays 16<sup>th</sup> May, 18<sup>th</sup> July, 19<sup>th</sup> September and 21<sup>st</sup> November 2006.

**16. Any other business**

There was no other business.

**Meeting closed at 8.45 p.m.**

I confirm that the above is a correct record of the meeting held on 10<sup>th</sup> January 2006

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Chairperson

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Date