

EC145

**Minutes of a meeting of the Wickhambrook Parish Council Estates Committee  
8<sup>th</sup> July 2008 at 7.30pm in the Pavilion**

**Present**

Cllrs. J. Walker (Chairman) K Merritt and K. Sammons  
P. Bayman, Pam and Peter Miller  
R. Medley (Clerk)

**1. Apologies for absence**

Apologies were received from Cllr. Taylor.

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

P. Bayman declared an interest in item 7.3.

**3. Minutes of the meeting of 6<sup>th</sup> May 2008**

These were signed as a correct record.

**4. Matters arising**

All matters would be covered under agenda items

**5. Finance**

5.1 The following invoice was approved

Workwise (Suffolk) Ltd. Notice board for Cemetery £376.00

**6. Tree Warden' Report**

The position of tree warden was vacant now that Cllr. Bevan had handed in his resignation. Cllr. Sammons volunteered to take on the role. This offer was gratefully accepted.

**7. Cemetery**

7.1 Safety Inspection. P. Bayman handed in the most recent inspection report. He drew Cllrs. attention to the possible hazard of moss on the driveway and to the build-up of pine needles in the Chapel gutter. The Clerk was instructed to contact the Community Payback team with regard to the former and R. Penhaligan for help with the latter.

7.2 Headstone Safety. The Clerk reported that progress was being made with 3 headstones repaired and 3 firm promises of repair. The two dangerous headstones had been fenced off to comply with advice from the Insurers. There had been one phone call in response to the recent article in the 'Scene' and P. Bayman provided more local information at the meeting. A new list of 'untraceables' would be placed at the cemetery entrances.

7.3 Chapel Use by the 'Players'. Cllrs. agreed that the annual rent should remain at £120.

7.4 Cemetery notice board. This had been collected and would be put in place in the near future.

7.5 Fees and regulations. The Clerk reminded Cllrs. that there would be an opportunity to review both fees and regulations before the end of 2008. Copies of existing conditions would be circulated before the next meeting.

Saxon Monumental had suggested the inclusion of a reference to 'NAMM or BRAMM standards' in the guidance on installing headstones.

7.6 Cllrs. agreed that the recent questionnaire from Suffolk Joint Emergency Planning Unit concerning the capacity of the Cemetery be completed and returned.

**8. Churchyard**

Following Cllr. Bevan's resignation Cllr. Sammons agreed to take on the quarterly inspections

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**Chairman**

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**9. Playground**

9.1 Inspection reports were handed in. The drop bolt missing from the vehicle entrance would be replaced.

9.2 Short Term repairs. Replacement chains for the senior swings had been fitted.

As the metal gates were priced at £1260 a pair plus carriage efforts had been made to find alternative quotes. These efforts had been unsuccessful but a trawl of the internet had revealed that prices for similar products tended to be more expensive and Cllrs. agreed that the purchase be made. P. Miller had drawn up a works schedule of all the short term improvements needed and had again attempted to obtain alternative estimates. Because of the specialised material being used this proved impossible and Cllrs. agreed that the estimate of £1850 plus vat from D. King be accepted. The grass matting would cost £1200 (60 tiles) including carriage.

A warning about the planned changes would be put into the September edition of the 'Scene'.

9.3 The appointment of persons to steer longer term improvements. This decision was postponed to the next meeting.

**10. Teen Project**

10.1 Safety reports were handed in. Some pruning of overhanging branches had been carried out. P. Miller reported that the games area surface was out of warranty.

There was concern about the cleanliness of the surfaces of the skatepark and games area. The Clerk offered to contact the Litter Pick gang to see if they would be prepared to clean the area.

10.2 Fixing of the Grindbox. This had been completed but the nuts had been removed and the grindbox moved again. P. Miller agreed to investigate more permanent fixings. Cllrs approved expenditure up to £150.

**11. Six Acres**

11.1 Inspection reports were handed in.

11.2 Bowls Club. The clerk read an encouraging report from Cllr. Taylor reporting a confirmed membership of 24 and regular attendance at Club sessions.

11.3 Village Show on 12<sup>th</sup> July 2008. Concerns about insurance aspects of possible use of the small goals would be passed on to the MSC.

**12. Village Greens**

12.1 Safety inspection reports were handed in. The silver birch on Coltsfoot Green needed re-staking. Cars were being parked occasionally on Moor Green. Further windscreen notices would be prepared. The wooden seats at Attleton Green, Coltsfoot Green and in the Playground needed cleaning and oiling. The Clerk was instructed to approach R. Penhaligan. A maximum expenditure of £150 was approved.

**13. Hedges**

Concern was expressed about the encroaching hedge on the B1063 between Stradishall crossroads and Malting Green. Cllrs. agreed that another letter be sent to Vestey Estates requesting action and that a copy be sent to the Highways department.

**14. Date of next meeting**

Tuesday 9<sup>th</sup> September 2008 at 7.30 p.m. in the MSC Pavilion. Subsequent dates would be decided at the next meeting.

**Meeting closed at 9.10 p.m.**

I confirm that the above is a correct record of the meeting held on 8<sup>th</sup> July 2008.

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**Chairman**

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**Date**