

EC102

**Minutes of a Meeting of the Wickhambrook Parish Council Estates Committee
3rd May 2005 at 7.30 p.m. in the MSC Clubroom**

ACTION

Due to a conflict of bookings the venue for the meeting had been changed from the MSC Pavilion to the Clubroom.

Present

Cllrs. J. Walker, A. Harrison, K. Merritt

P. Miller, P. Bayman

Finance Officer P. Miller

1. Apologies for absence

Clerk L. Pitt, J. Shaw

It had been agreed that the Finance Officer should act for the absent Clerk.

2. Declarations of interest in agenda items

No declarations.

3. Minutes of meeting of 8th March

The previously issued minutes were taken as read and signed.

4. Matters arising

No matters raised.

5. Finance

5.1 The following payments were noted:

5.1.1	1166	D. King & Son	Grounds contract 2004/5 – final payment	1359.16
5.1.2	1171	J. Crysell	Replacement roundabout seats	108.80

6. Tree Warden's Report

6.1 No report received.

6.2 It was noted that a tree had been planted on Coltsfoot Green.

7. Cemetery

7.1 Safety inspections. P. Bayman reported that his recent inspection had indicated no safety issues but that the hanging brambles reported previously had not been cleared. It was agreed that the grounds contractor be reminded. Also that grass is growing through the main path and looks untidy.

7.2 Vandalism. Paint had been thrown over the back wall of the chapel and had been reported to the police and recorded as criminal damage. It was agreed that a quote be obtained for cleaning and repainting.

Clerk

7.3 Maintenance. It was noted that the gutter at the back of the chapel needed minor attention and agreed that this be included with the painting.

Clerk

8. Churchyard

A safety inspection report from Cllr. Bevan was tabled.

8.1 Grounds. A number of stones had been moved to avert trip hazards.

8.2 Trees. Overhanging branches had been trimmed.

8.3 Headstones. A second headstone had been laid flat. It was resolved that, assuming these not to present a hazard, they should be left as is until there is other maintenance work to be done.

8.4 General tidying and maintenance. Will be carried out by the PCC on quarterly maintenance days.

9. Playground

9.1 Safety inspections. J. Shaw had advised the Clerk that she had carried out regular inspections.

The only issue noted was that one gate catch was inoperable.

9.2 Maintenance. Replacement of the roundabout seats had been completed satisfactorily.

10. Teen Project

10.1 Safety inspections. The Finance Officer reported that he had carried out regular inspections and no safety issues had been noted.

10.2 Vandalism. Small fires had been lit in the ball games area but no damage had resulted.

Unacceptable graffiti had appeared on the skatepark equipment. Both matters had been reported to the police and following a visit by the Community Beat Officer the graffiti had been cleaned off by

users of the facility.

EC103

11. Six Acres

11.1 Inspections. P. Miller reported that regular inspections had identified no safety issues.

11.2 Small football goals. These had been moved off.

11.3 Parking adjacent to school. It was noted that cars were being parked on the grass. However it was considered prevention would require the erection of barriers.

12. Village Greens

12.1 Inspections. P. Miller reported that regular inspections had identified no safety issues..

12.1.1 Attleton Green. Soil still heaped at rear but builders waste had been cleared. The pond is becoming overgrown.

13. Grounds Maintenance

13.1 Grounds contract 2005/6. As the quote was received shortly after the March meeting of this committee it was considered at the March Parish Council meeting and renewal of the contract approved at a cost of £5,294.24 plus VAT.

13.2 Additional work. Approval had been given at the March Parish Council meeting for tree and shrub work in the cemetery and clearing of the pond on Coltsfoot Green at a budget cost of £600.00 plus VAT.

14. Committee Membership.

P. Miller and P. Bayman indicated that they would be prepared to continue if the Committee is re-appointed at the Annual Parish Council Meeting. However P. Miller advised that she would not be prepared to carry out inspections if the Committee is not re-appointed as she felt that such duties should then fall to Cllrs.

J. Shaw had indicated that domestic commitments would make it difficult to continue as a committee member but that she would be prepared to carry out regular inspections of the playground and to submit reports.

15. Date of next meeting

Tuesday 7th June, 7.30 p.m., venue to be confirmed. **Subject to reappointment of the Committee.**

16. Any other business

Nothing raised.

Meeting closed at 8.15 p.m.

I confirm that the above is a correct record of the meeting held on 3rd May 2005

.....
Chairperson

.....
Date