

EC107

**Minutes of a Meeting of the Wickhambrook Parish Council Estates Committee
8th November 2005 at 7.30 p.m. in the MSC Pavilion**

ACTION

Present

Cllrs. J. Walker, K. Merritt, A. Harrison, P. Bevan, S. Sumner
P. Miller
Finance Officer P. Miller

1. Apologies for absence

P. Bayman

The Clerk not being present, it was agreed that the Finance Officer should act as Clerk.

2. Declarations of interest in agenda items

No declarations.

3. Minutes of meeting of 13th September

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 DR King & Son	Grounds contract – 2 nd payment	2,585.00
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6. Tree Warden's Report

Cllr Bevan reported:

6.1 Tree pruning. Those on the bank alongside the six-acres had been cut back.

6.2 Tree planting. Awaiting supply notice from the Borough. P. Miller suggested planting to form a windbreak around the tennis courts and it was agreed that the Tennis Club be consulted.

PBe

7. Cemetery

7.1 Safety inspections. In the absence of P. Bayman no report was available.

7.2 Chapel. Quote for repainting rear wall and repair to rear gutter awaited.

Clerk

7.3 Planting on graves. Cllr. Sumner reported that a shrub had been planted on a cremated remains grave and was overgrown. Responsible person to be identified and contacted.

SS/Clerk

8. Churchyard

8.1 Safety inspection. Cllr. Bevan tabled a report identifying no safety issues.

8.2 Headstone maintenance. Six headstones were in need of re-seating. Where necessary they had been laid down for safety. It was agreed that the stones be marked and an order be placed with Saxon Monumental for the reseating.

PBe/Clerk

9. Playground

9.1 Safety inspections. A report from J. Shaw was tabled. Two issues identified were already in hand – see 9.3.1 and 9.3.2.

9.2 Borough safety inspection. Report dated 28 October noted one issue – see 9.3.2.

9.3 Maintenance.

9.3.1 Senior climber. Mats to be installed under the swing bar. Not a safety issue.

9.3.2 Junior climber. Damaged rotating boxes to be removed.

PM/RFO

9.3.3 Fence. Damaged and missing pales had been replaced.

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. However he recommended that the grindbox should be bolted down as it could be moved into unsafe positions. Resolved that the box be secured in an appropriate location.

RFO

10.2 Borough safety inspection. Report dated 28 October noted grindbox security.

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11. Six Acres

11.1 Inspections. P. Miller tabled an inspection report:

11.1.1 Small football goals. These had been relocated further down to make room for the recent fair but this did not represent an additional hazard. There was no indication that the goals were being used for structured games.

11.1.2 Large football goals. These had been moved away from the six acres but were now back adjacent to the entrance to the skatepark. The Clerk was instructed to advise the Football Club that these are a safety hazard which could contravene insurance terms and request that they be moved.

Clerk

11.1.3 Parking adjacent to school. It was not known whether residents had been contacted and advised not to park on the grass. Cllr. Bevan reported that parents were using the area to turn on when dropping off and collecting their children from school. The Finance Officer reported that the area was also used for parking by visitors to the school.

Cllr. Bevan proposed that posts be erected at the roadside edge of the green similar those used on Coltsfoot Green to prevent vehicle access. The Finance Officer advised that, based on the Coltsfoot Green contract, the likely cost would be around £400. P. Miller suggested that tree planting would be more appropriate and less costly. It was resolved that suitably spaced, secure, tree support stakes be installed and saplings be included in the Borough tree request. Cllr. Bevan volunteered to obtain and install the posts.

**PBe
Clerk**

School headteacher to be advised by letter.

12. Village Greens

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

12.2 Attleton Green.

12.2.1 Pond. Grounds contractor will clear the perimeter when plants have died back.

12.2.2 Conservation area. Grounds contractor had agreed to include in future mowings of the Green and recommended that the weeds be treated before any flower planting be considered.

13. Grounds contract.

The Finance Officer advised that the works specification be revised to include the agreed changes to the conservation areas on Attleton Green and the Churchyard.

Clerk

14. Date of next meeting

Tuesday 10th January 2006, 7.30 p.m., venue to be confirmed.

15. Any other business

Nothing raised.

Meeting closed at 8.20 p.m.

I confirm that the above is a correct record of the meeting held on 8th November 2005

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Chairperson

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Date