

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 9<sup>th</sup> October 2014  
at 7.30pm in the MSC Pavilion**

**Present**

Cllrs. J. Walker (Chairman), J. Norton and K. Sammons.

R. Merry, J. Girling and I. Spencer.

R. Medley (Clerk).

**1. Apologies for absence**

Apologies were received from Cllr. K. Merritt.

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

None was declared.

**3. Minutes of the meeting of 14<sup>th</sup> August 2014**

After the addition of 'meet with the users and' to 'R. Merry offered to .....progress this suggestion' the minutes were accepted as correct and signed by the Chairman.

**4. Matters arising**

4.1 Item 5.1 of previous meeting – Grounds maintenance. The extra charge for additional work on the new playground would be £150 per annum.

**5. Playgrounds and Teen Project**

## 5.1 Main Playground

5.1.1 Safety Inspection. Reports had been completed and sent in. R. Merry had contacted Pro-Scape and hoped they would visit to inspect the concerns over the safety matting. Temporary repairs had taken place.

5.1.2 Purchase and installation of notice boards. There was no further news.

## 5.2 Bury Road Playground

5.2.1 Progress Report. There was no further news on the handover. Havebury Housing Association were still taking responsibility for the area and had recently mended the chain link fence.

## 5.3 Teen Project.

5.3.1 Safety Inspections. Reports had been handed in.

5.3.2 Repairs and Update. R. Merry was building a relationship with the users. Charlie Little had offered to distribute letters to parents and questionnaires to users concerning skate park improvements. The litter situation was improving and some offensive graffiti had been removed. Users were coming from neighbouring villages and ages ranged from 7 to 17. Cllrs approved expenditure for the hire of a meeting room, if required, and for the purchase of asphalt to fill in cracks in the skate park surface. It was hoped that Jessica Hulbert, Families and Communities Officer, would be involved in any meetings with users.

**6. Tree Warden's Report.**

The report was handed in. J. Girling commented again on the worrying build-up of grass cuttings at the foot of a mature cherry on Attleton Green and a dead cherry on Genesis Green. He had seen a broken field maple branch hanging over the fort mound in the Children's playground. He thought that this was a hazard and that action should be taken as soon as possible.

6.1 Free tree offer. Cllrs were in favour of planting more trees in principle but were undecided about appropriate sites. An article would be placed in the 'Scene' to see if others had suggestions.

.....

**Chairman**

.....

**Date**

**EC218**

**7. Cemetery**

- 7.1 Safety Inspections. Reports were up to date.
- 7.2 Commemoration of World War 1. Staff at the Village School were happy to consider creating and/or maintaining a small memorial garden, or something similar, but a site had yet to be chosen. Cllrs. hoped that Cllr. Wilson, who was responsible for the original suggestion, would be involved.
- 7.3 Request for interment cross. The Clerk had received a request from a member of the public to claim a section of an old iron memorial erected to a family member who died in 1904. Cllrs. wondered if there was a formal procedure to be followed.

**8. Churchyard**

- 8.1 There was nothing new to report.

**9. Six Acres**

- 9.1 Inspection reports were up to date.
- 9.2 Football Club request. As suggested by Cllrs., the Chairman of the Club had sent letters to residents of Thorns Close explaining the need for secure storage for Football Club equipment and expressing the wish that a small storage unit be placed next to the hedge beside the Tennis Club pavilion. No concerns had been raised and Cllrs. were happy to recommend that the Football Club proceed with their plans.

**10. Village Greens**

- 10.1 Inspection reports were up to date. Cllr. Norton suggested that the road signs at Genesis Green be cleaned. Hedge trimming would be beneficial at Moor Green.
- 10.2 Moor Green. J. Girling spoke of the concern of one local resident and asked that Highways responsibilities be checked. The Clerk confirmed that, at Moor Green, the County Council was responsible for the first 0.9 metre of the verge measured from the metalled surface.

**11. Working Parties.**

I. Spencer asked what work could be done to the Attleton Green 'pond' and surrounding area. The Clerk would check with David King but confirmed that clearing the pond could go ahead. Cllrs. asked about risk assessments. These had to be completed for each task but there was no requirement for the Insurers to have a copy. Cllr. Norton offered to help complete the paperwork.

**12. Autumn Litter pick**

The Clerk would make the usual arrangements for Sunday 2<sup>nd</sup> November.

**13. Hedges**

The Clerk was instructed to send letters to the offending landowners. The main trouble areas were the Duddery, B1063, Moor Green and the Ousden Road. R. Merry mentioned a loose manhole cover on the drive to Australia Farm.

**14. Review of Cemetery fees.**

The two yearly review was due. Cllrs. agreed that the charges for Interments be increased to £80 and £55, for Exclusive Right of Burial to £80 and £45, for Monuments, Tablets and Inscriptions to £70, £70 and £35 respectively, and for Searches to £10. The increases would come into effect on 1<sup>st</sup> January 2015.

**The meeting closed at 8.55 pm. Next Meeting** Monday 8<sup>th</sup> December 2014 in the MSC Pavilion.

I confirm that the above is a correct record of the meeting held on Thursday 9<sup>th</sup> October 2014.

.....  
**Chairman**

.....  
**Date**