

**EC159**

**Minutes of the inquorate meeting of the Wickhambrook Parish Council Estates Committee  
8<sup>th</sup> September 2009 at 7.30pm in the Pavilion**

**Present**

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

**1. Apologies for absence**

Apologies were received from Cllrs. V. Mayes and K. Merritt.

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

None was declared.

**3. Minutes of the meeting of 14<sup>th</sup> July 2009**

These were signed as a correct record.

**4. Matters arising**

4.1 Item 6.1 of previous minutes – Poplars at Park Gate. As all the neighbours had been made aware of the felling programme it was agreed that no further action was necessary.

Cllrs. agreed that this item would be more appropriate under ‘Correspondence’ and that this heading be added to the agenda for future meetings.

4.2 Item 8.2 of previous minutes – Quote for repair of damaged graves in churchyard. English Heritage was unable to fund such repairs because they ‘did not have the budget’. Saxon would be able to carry out a cheaper repair but it would ‘not meet current guidelines’. It was agreed that trip hazard repair would be carried out as the opportunity arose.

**5. Finance**

5.1 Payments that have been made

5.1.1 D.R.King & Son Tidying of Coltsfoot Green	635.50
5.1.2 Glasdon U.K.Ltd. Replacement litter bin parts	59.80
5.1.3 Workwise (Suffolk) Ltd. Notice for ‘Six Acres’	40.00

5.2 Receipts

5.2.1 Cemetery income (various)	195.00
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**6. Tree Warden’ Report**

6.1 Survey of Suffolk Orchards. Cllrs. agreed in principle that Wickhambrook should take part in this survey of current and past orchards. The correspondence would be placed on circulation.

**7. Cemetery**

7.1 Safety Inspection. P. Bayman handed in the latest inspection report.

7.2 Headstone Safety. An enquiry had been received about repairing one of the remaining five unsafe headstones.

7.3 Replacement of Chapel door locks. It was hoped that progress would be made in the near future.

7.4 Appeal against rating of Chapel. A date for the appeal would be set between 25<sup>th</sup> September and 26<sup>th</sup> November.

7.5 Updated guidelines – Managing the Safety of Burial Ground Memorials. These had been circulated and Cllrs. approved the action currently being taken.

7.6 Cemetery Records. The Clerk was instructed to investigate the price of a comb binder.

7.7 Cemetery fees. Cllrs. considered a request for waiving the fee for one particular interment of cremated remains but decided that the basic charge should remain.

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**Chairman**

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**8. Churchyard**

- 8.1 Safety inspection. The next quarterly inspection was due in October.
- 8.2 Saxon Monumental had quoted £75 'special price' for the repair of the trip hazard headstone.

**9. Playground**

- 9.1 Inspection reports had been handed in.
- 9.2 Equipment repairs. Recent repairs had been noted. Further work was required on the slide (infilling), the bench (trimming of top slat) and the roundabout (recycled plastic for seat repairs)
- 9.3 Playground improvements. Half of the profit from the 2010 village fete would be donated to playground improvements.
- 9.4 Annual Inspection. This had been circulated. Cllrs. were happy with the findings.

**10. Teen Project**

- 10.1 Safety reports had been handed in.
- 10.2 Repairs and improvements. A new basketball net had been fitted. The grindbox would be anchored with coach bolts. A trip hazard had appeared at the fun box due to subsidence and it was hoped that this could be filled in using wet pour. A second trip hazard was noted at the entrance to the games area and it was suggested that a wear mat be fitted. Details of anti graffiti paint would be placed on circulation.

**11. Six Acres**

- 11.1 Inspection reports had been handed in.
- 11.2 Notice. The Chairman and Clerk would decide the most appropriate position for the 'No unauthorised vehicles allowed on these grounds' sign.
- 11.3 Tidying of trees. It was noted that the trees on the footpath that runs between the School and Coltsfoot Green were beginning to restrict access. The Clerk was instructed to check the Grounds Maintenance contract and take the necessary action.
- 11.4 School fence. Several pales were broken and hazardous. The Clerk would contact the School.

**12. Village Greens**

- 12.1 Safety inspection reports were handed in.
- 12.2 Attleton Green. It was noted that a branch had fallen across the pond and it was feared that the tree was diseased. The Clerk was instructed to contact David King.

**13. Hedges**

- 13.1 Hedge on the B1063. The Clerk was instructed to request that this hedge be cut back over the winter.
- 13.2 Hedge at Thorns Close. The County Council had accepted responsibility for this hedge and would trim it twice a year.

**14. 'Access Suffolk'** Cllrs. were made aware of this County Council initiative to encourage more people to appreciate the countryside. One suggestion was the placing of footpath maps on village greens.

**15. Dates of meetings for 2010.** Cllrs. agreed that dates should be fixed to allow Cllr. Taylor to attend.

**16. Date of next meeting.**

This would be held in the Pavilion on Tuesday 10<sup>th</sup> November 2009.

**Meeting closed at 8.50 p.m.**

I confirm that the above is a correct record of the meeting held on 8<sup>th</sup> September 2009.

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**Chairman**

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**Date**