

## **Wickhambrook Parish Council** **Estates Committee Minutes**

Of an meeting of the Estates Committee held on  
Thursday 7 February 2019

**Present:** Cllrs J Barton, P Couzens, M Jolland

**Attending:** Lay Members: R Merry, J Norton  
Footpaths Officer R. Medley  
Parish Clerk Hilary Workman  
Mr C Townsend & Mr Thorburn

---

19.02.01 **Noted:**

That apologies had been received from Cllr Merritt and Mr G Harrison

19.02.02 **Noted:**

There were no Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and no additions and/or deletions to the Council's Register of Interests.

**19.02.03 Resolved:**

**That the Minutes of the Parish Council meeting held on 6 December 2018, following an amendment at 19.02.17.3 to note the name as Roger Merry, were agreed by the meeting to be a true record and signed by the Chairman.**

19.02.04 **Noted:**

Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.

- 4.1 Suffolk Climate Change Partnership – free support service for community buildings – no action was determined.
- 4.2 Request from local resident for the hedge to be trimmed along the road that runs from Coltsfoot to Meeting Green. Roger Medley reported that he believed that there had been an agreement between the landowner and Suffolk County Council which might still be in effect, that SCC was responsible for trimming the hedge. Were this to be the case, it might be possible for the work to be completed by SCC at the same time that the hedge at Thorns Corner was to be trimmed. The meeting asked the Clerk to report this issue to SCC.
- 4.3 Request from Wickhambrook Outdoor Bowls Club that the Parish Council agree to them providing, siting and maintaining a portable toilet adjacent to the bowling green for the convenience of its members. The Chair of Wickhambrook Outdoor Bowls Club, Mr Charles Townsend, explained that the Bowls Club was happy to provide a key to enable the Tennis club to make use of the facility. The meeting agreed that there would be no objection to the Bowls Club' request.

**19.02.05 Open Session: 7:40pm**

**Noted:**

That when public comment or question was invited on any Agenda item, the following:

- 5.1 A member of the public commented that the scheduled litter pick on 7<sup>th</sup> April seemed a long way away. It was noted that a later date had been chosen as the first scheduled litter pick in 2018 had had to be cancelled due to bad weather. It was reported that there was a noticeable problem with litter in and around Wickhambrook. Members of the public and some committee members offered to assist with litter collection in the meantime. The Chair

**Signed:** John Barton

**Date:** 7 February 2019

expressed concern about individual safety, should litter picking on the verges take place without high visibility jackets.

Disposal of any litter collected was considered, as on scheduled litter picks this is removed by the Council. The meeting asked the Clerk to contact MSC to ask if they would mind small amount being disposed of in their recycling bins. It was noted that the recycling credits are refunded back to the MSC. Cllrs Barton and Jolland offered to assist with litter picking.

- 5.2 The issue of flooding on roads in and around Wickhambrook was raised. The meeting was advised that one cause of this was that the edges of roads are not being cut out, reducing run-off. The meeting agreed to ask the Clerk to add this item to the agenda for the next Parish Council meeting, as it understood that Suffolk County Council Highways were looking at new ways of working which would enable it to address all the work needed on a specific stretch of highway at one time.

### Session closed 7:50pm

- 19.02.06 **Noted:** An oral report from Roger Medley that
- 6.1 The "Discover Suffolk" leaflet, which had been circulated and no comments received, would now be submitted to SCC for printing. It was noted that the Parish Council had agreed to contribute to half of the printing costs of the leaflet.
- 6.2 R Medley reported that following a review of the SCC cutting schedules, he had proposed some minor amendments, for example by taking out one by-way which was regularly used, substituting that distance to one or two other paths (e.g. bordering the recreation ground). There were no changes to the main programme. The meeting asked Mr Medley to correspond with SCC and copy the Clerk in.
- 19.02.07 **Noted:** An oral report from the Clerk that
- 7.1 following the appointment of a Suffolk Tree Surgery and Landscape at the Parish Council meeting on 25<sup>th</sup> October (**Minute 19.02.8.3 refers**) work to the Category B & C trees had been completed.
- 7.2 Recent advice from Suffolk County Councillor Mary Evans about trialling new arrangements for works on highways in partnership with Parish Councils.
- 7.3 The Clerk had written to MSC as requested with respect to the tree root and would follow up on this matter with a further letter as no action had been taken.
- 7.4 Mr Gregory Harrison had accepted the offer to take up the role of Tree Warden and that he had been invited to attend the meeting but had sent his apologies. The Clerk had put together a pack for the new Warden.
- 19.02.08 **Noted:** An oral report with written summary (*circulated*) from Mr Roger Merry on Youth Facilities.
- 8.1 **Main Playground**
- 8.1.1 The monthly inspection report had been reviewed and there were no major issues with the exception of the Forth, which was being dealt with.
- 8.1.2 Roger Merry summarised the report on works required to Fort area (*circulated*) and expressed his concern that the cost of the remedial action identified was high should the Parish Council have to replace all or part of the timbers again in a few years. He reported that parents he had spoken to said that their children really enjoyed using the fort and slide. He had identified a play equipment company that could supply something similar. The meeting asked Mr Merry to investigate further options for replacement play equipment and report back to the Parish Council on 27<sup>th</sup> February.
- 8.1.3 The proposal that authorisation be given to instruct Mick Wiseman to undertake works to the Fort area of the main playground in the sum of £1260 was not moved.
- 8.1.4 De-Greening of play equipment – no action was determined

**Signed:** John Barton

**Date:** 7 February 2019

### **Teen Project and Games Area**

- 8.2.1 It was noted that the seats in this area had been repaired and re-installed, and were scheduled for treatment once the weather improved. Thanks were extended to both Cllrs Barton and Jolland with work in this area. All bolts on equipment had been checked, and loose ones tightened.
- 8.2.2 Roger Merry reported that research indicated that anti-graffiti paint is clear and intended only to make graffiti easier to remove. Consequently, the existing graffiti would either need to be covered up, or enhancement through a community engagement project considered. The Clerk reported that contacts had been made with West Suffolk Council, the college and an arts organisation who were all interested in assisting with a community engagement project. The meeting asked the Clerk to continue to research this and report back to the next meeting with a view to setting up an event in late May.

### **8.3 Zip Wire**

- 8.3.1 Roger Merry reported that nails on the post had been removed, notices rounded off and screwed in. The sleeve to the zip-wire chain had been inspected again would continue to be monitored. No adjustment to the tension of the zip-wire was considered necessary at the last inspection.

### **8.4 Bury Road Playground**

- 8.3.1 Roger Merry reported that he had found a suitable gate closer for the entrance gate which would cost in the region of £250. Mr Merry agreed to also research timed hinges available from another retail ironmonger which, if suitable, would be substantially less expensive. The meeting asked the Clerk to update the Mr Grimes.
- 8.3.2 The Clerk reported that Mr Grimes had confirmed that options for additional play equipment for older children should be focussed on children 8 – 12 years, and confirmed that there was £2900 in earmarked funds for play equipment which could be spent on this. A number of play equipment providers had recently been in touch with end of financial year offers, subject to local installation. The meeting asked Mr Merry to investigate options.

#### **19.02.09 Noted:**

An oral report from Mr J Norton that no issues had been identified from routine inspections. It was reported that the dog sign at the Cemetery had been laid down. Cllr Jolland kindly undertook to re-instate the sign.

#### **19.02.10 Noted:**

That following consideration of the report on fees and charges for Six Acres (*circulated*) it was reported that an additional purpose of the fee was to ensure that the agreements were signed and copies of the public liability insurance obtained for each of the organisations using Six Acres. The meeting agreed that a review of the fees and charges had been undertaken in accordance with the Parish Council's Financial Standing Orders and that no change to fees was proposed for the financial year 2019/20. The meeting asked the Clerk to report this to the next Parish Council Meeting.

#### **19.02.11 11.1 Noted:**

The meeting identified the Westminster Flat Arm Bench as the most suitable.

#### **11.2 Resolved:**

**That the cost of replacing a garden bench for Genesis Green at a cost of £304 plus VAT be authorised.**

#### **19.02.12 Noted:**

That future dates for Litter Picks in 2019; 7<sup>th</sup> April, 14<sup>th</sup> July and 17<sup>th</sup> November were confirmed. The meeting asked the Clerk to arrange for the dates to be published on the Website.

**Signed:** John Barton

**Date:** 7 February 2019

19.02.13 **Noted:**

The following when any other Council business for information, to be noted or for inclusion on a future agenda was invited:

- 13.1 An enquiry whether news had been received that the Under 15 football team might be considering a move to the Bury ground.
- 13.2 The Clerk drew Committee Members' attention to an invitation to the Suffolk Design Parish and Neighbourhood Workshop which was scheduled to take place on 26<sup>th</sup> February between 10am and 1pm at The Mix, Stowmarket, and a Digital Mapping event at SALC, Claydon on Monday 25<sup>th</sup> February at 1:30pm. The meeting asked the Clerk to circulate the details.

19.02.18 **Noted:**

That the scheduled date for the next meeting was Thursday 4<sup>th</sup> April 2019, beginning at 7:30pm in the Memorial Social Centre Pavilion.

18.07.19 **Noted:**

That the meeting closed at 8:50pm.

**Signed:** John Barton

**Date:** 7 February 2019