

Wickhambrook Parish Council **Estates Committee Minutes**

Of an Extra-ordinary meeting of the Estates Committee held on
Thursday 11 April 2019

Present: Cllrs J Barton, P Couzens, M Jolland, K Merritt

Attending: Lay Members: J Norton
Footpaths Officer R. Medley

19.04.01 **Noted:**

That apologies had been received from R Merry and the Clerk. Mr G Harrison did not attend.

19.04.02 **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.

19.04.03 Resolved:

That the Minutes of the Parish Council meeting held on 7th February signed by the Chairman.

19.04.04 **Noted:**

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

- 4.1 E-mail thread from K Grimes re replacement swing seats at Bury Road pocket park and new play equipment for children 8 – 12 years of age – considered under **Agenda item 10.4**
- 4.2 Explore4more – First Aid Training – the meeting agreed to defer this item to the April meeting of the full Parish Council.

19.04.05 Open Session:

Noted:

That when public comment or question was invited on any Agenda item, there was none.

Session closed

19.04.06 **Noted:**

An oral report from Roger Medley that

- 6.1 After proof reading the Discover Suffolk leaflet more than once he had given approval for printing, and
- 6.2 The changes to the Rights of Way Cutting Schedule had been forwarded to the County Council but the 2019 programme with the contractor had already been agreed.

19.04.07 **Noted:**

A written summary from the Clerk that

- 7.1 The Parish Council agreed new Cemetery Software which has been ordered and is scheduled for installation in May.
- 7.2 Revised fees and charges for the Cemetery have been published.
- 7.3 Following the Clerks correspondence with Memorial Social Centre with respect to the tree root, the work remained outstanding.
- 7.4 A complaint about fallen trees between Genesis Green and Lords Lane, which had been reported through Suffolk County Council website. The Chairman had visited the area and discussed the matter with the complainant. Ownership was unknown but it was believed that

Signed: *Paul Couzens*

Date: 6th June '19

the area was unregistered common land, in which case Suffolk County Council may accept responsibility.

7.5 A complaint about damage to the right of way No.31 in the vicinity of Australia Farm, which has been reported through Suffolk County Council website. The complaint concerned regular use by horses but as this is one of the few bridleways in the Parish, Cllrs. felt that there was no further action that could be taken.

7.6 With thanks to Roger Merry for his research, that a gate closer had been purchased for the pocket park at Bury Road and it was hoped that it would be fitted in the near future.

19.04.08 **Noted:** (note this was item 10 on the agenda due to inaccurate numbering).

A report (*circulated*) from Mr Roger Merry on Youth Facilities.

8.1 **Main Playground**

8.1.1 That the monthly inspection report had been reviewed and there were no major issues with the exception of the Fort, which was being dealt with.

8.1.2 The meeting considered the report E on works required to Fort area (*circulated*) believed it also required the approval of the full Parish Council.

8.1.3 Resolved

That authorisation be given to instruct Higham Forge to undertake works to the Fort area of the main playground as specified in report at 10.1.2 in the sum of £3950.00 plus VAT which replaces the former authorisation on 7th February (Minute 19.02.10.1.3 refers)

8.1.4 De-Greening of play equipment. The meeting supported the suggestion of de-greening and asked the Clerk to obtain quotes. (Saxon Monumental may have cleaned the equipment on a previous occasion)

8.2 **Teen Project and Games Area**

8.2.1 The Inspection report was noted

8.2.2 The meeting noted that a further report on progress was required before action could be determined.

8.3 **Zip Wire**

10.3.1 The Inspection report was noted

8.4 Bury Road Playground

10.3.1 The Inspection report detailing work required to gate and replacement swing seats was noted.

8.3.2 Resolved

That authorisation be given to purchase one replacement flat swing seat at a cost of £40.64 plus VAT, and one replacement cradle seat at a cost of £52.00 plus VAT.

8.3.2 The meeting considered options for additional play equipment (report circulated) for older children (8 – 12 years) and noted that details of play equipment had been sent to Mr Grimes. A response was awaited before further action as appropriate

Signed: Paul Couzens

Date: 6th June '19

EC273

19.04.09 **Noted:**

Cemetery:

An oral report from Mr J Norton that:

- 9.1 Inspection reports had been handed to the Clerk.
- 9.2 The fingerpost on the footpath at the edge of the cemetery had fallen and been reported.
- 9.3 Cllrs. were reminded of the suggestion that there should be an official opening of the Memorial Garden. The meeting agreed to wait until the shrubs had become better established.

19.04.10 **Noted:**

Village Greens:

An oral report from Mr J Norton that:

- 10.1 Reports had been handed to the Clerk and reported that he was concerned that branches were overhanging the seat on Genesis Green. The chairman offered to visit the site and carry out some trimming.
- 10.2 J Norton asked about progress on the replacement bench and was informed that it had been ordered. As the existing bench is a memorial bench enquiries were being made through the Scene and website to trace any local relatives of the Fuller family named on the plaque.
- 10.3 J Norton mentioned a tree which had fallen into a gulley on Coltsfoot Green, which had been reported to Suffolk County Council

19.04.11 **Noted:**

That quotes for grounds maintenance and cutting of the recreation ground were awaited.

19.04.12 Noted:

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

- 12.1 Cllrs. asked if there had been any progress on the trimming of the hedge between Coltsfoot Green and Meeting Green. R. Medley understood that the Clerk had made an official complaint via the Suffolk County Council website and was awaiting a response.
- 12.2 Mr R. Medley asked about progress on the village volunteer working party. The Chairman said that guidance was awaited from Suffolk County Council but hoped that Wickhambrook may be chosen as a pilot area.

19.04.18 **Noted:**

That the scheduled date for the next meeting was Thursday 6th June 2019, beginning at 7:30pm in the Memorial Social Centre Pavilion.

18.07.19 **Noted:**

That the meeting closed at 8:10pm.

Signed: *Paul Couzens*

Date: 6th June '19