

Wikhambrook Parish Council

Estates Committee Minutes

Of an ordinary meeting of the Estates Committee held on

Thursday 6th June 2019

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Present: Cllrs J Barton, P Couzens, K Merritt, J Norton

Attending: Lay Members: Footpaths Officer R. Medley

19.06.01 Noted:

That Cllr P Couzens was elected Chair of the Estates Committee and Cllr J Barton was appointed as Vice-Chair.

19.06.02 Noted:

That no apologies had been received. Mr G Harrison and Mr R Merry did not attend.

19.06.03 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.

19.06.04 Resolved:

That the Minutes of the Parish Council meeting held on 11th April were signed by the Chairman as a true record.

19.06.05 Noted:

That there was no correspondence received at this meeting not dealt with as an agenda item or in the Clerk's report.

19.06.06 Open Session: 7:35pm

Noted:

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

Session closed

19.06.07 Noted:

An oral report from Roger Medley that

- 7.1 The Discover Suffolk leaflet had now been printed and would be delivered to him the next day. The anticipated invoice for the Parish Council's contribution towards the cost of publication was expected to be in the region of £350;
- 7.2 Nominated footpaths had now all had their first cut, some new way markers had been installed (indicating the correct directions); and
- 7.3 Thanks were extended to landowners for burning off footpaths through their crops to make walking much easier. The meeting asked the Clerk to extend thanks to the Landowners through "The Scene".

Signed: *Paul Couzens*

Date: 15th August '19

19.06.08 **Noted:**

A written summary from the Clerk that

- 8.1 To note that the Parish Council agreed new Cemetery Software which has been ordered and is scheduled for installation in June (19th & 20th).
- 8.2 To note that following the Clerks correspondence with Memorial Social Centre with respect to the tree root, the work remains outstanding.

19.06.09 **Noted:**

9.1 **Main Playground**

- 9.1.1 That the monthly inspection report would be considered at the next meeting of the Estates Committee, Mr Merry not being present.
- 9.1.2 The meeting considered the report E19.20.003 on works required to Fort area (*circulated*) and requested that the Clerk work with Mr Merry and report detailed cost options back to the next meeting of the Parish Council.
- 9.1.4 De-Greening of play equipment. The meeting supported the suggestion of de-greening and asked the Clerk to obtain quotes. (Saxon Monumental having cleaned the equipment on a previous occasion).

9.2 **Teen Project and Games Area**

- 9.2.1 The Inspection report to be reported to the next Estates Committee.
- 9.2.2 The meeting noted that a further report on progress was required before action could be determined.

9.3 **Zip Wire**

- 9.3.1 The Inspection report to be reported to the next Estates Committee.

9.4 **Bury Road Playground**

- 9.3.1 Cllr Barton confirmed the gate closer had been delivered and that a date was to be scheduled with himself and Mr Merry to complete this work.
- 9.3.2 The meeting had previously considered options for additional play equipment (*circulated*) for older children (8 – 12 years) and noted that details of play equipment had been sent to Mr Grimes. A response had been awaited. The meeting asked the Clerk to identify a number of options for play equipment and commence a consultation through the Parish Council Website and at the pocket park.

19.06.10 **Noted:**

Cemetery & Churchyard

An oral report from Mr J Norton that:

- 10.1 Inspection reports had been handed to the Clerk. Some gravestones were at an angle but quite firm.

Signed: Paul Couzens

Date: 15th August '19

19.06.11 **Noted:**

Village Greens:

An oral report from Mr J Norton that:

- 11.1 Reports had been handed to the Clerk and reported that he was concerned that branches were overhanging the seat on Genesis Green. The meeting asked the Clerk to contact D King to prune this back and remove any dead wood.
- 11.2 J Norton asked about progress on the replacement bench and was informed that it had been ordered.
- 11.3 J Norton mentioned a dead tree in a gully on Coltsfoot Green. The meeting asked the Clerk to contact D King to take out the dead wood but if possible leave a Walnut which was grown close by.
- 11.4 The cutting of the traffic island at Genesis Green looked very good. Confirmation was received at the meeting that common land alongside road close to Genesis Green had not been adopted by the Parish Council.

19.06.12 **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. The Clerk confirmed that she had made an official complaint via the Suffolk County Council website, but the response had been that SCC did not propose to undertake any trimming of the hedgerow. The meeting asked the Clerk to report the problem to SCC again.
- 12.2 Mr R. Medley asked about progress on the village volunteer working party. The Chairman advised that he had attended a launch meeting and that some guidance had now been received from Suffolk County Council.
- 12.3 Cllr Barton identified that the Parish Noticeboard was in need of maintenance work or possible replacement. The meeting asked the Clerk to add this as an item to the next ordinary meeting of the Parish Council.

19.06.13 **Noted:**

That the scheduled date for the next meeting was Thursday 1st August 2019, beginning at 7:30pm in the Memorial Social Centre Pavilion.

18.07.14 **Noted:**

That the meeting closed at 8:10pm.

Signed: *Paul Couzens*

Date: 15th August '19