

WICKHAMBROOK PARISH COUNCIL

Estates Committee **SUMMONS TO COUNCILLORS**

You are hereby summoned to attend an ordinary meeting of the Wickhambrook Parish Council Estates Committee on Thursday 4th June 2020 at 7:30pm remotely through a scheduled Zoom meeting

Topic: WPC Estates Committee
Time: Jun 4, 2020 07:30 PM London
Join Zoom Meeting

<https://us02web.zoom.us/j/87600968598?pwd=SIBKZzNkb3NvQzlocG81L3E5dUF3dz09>

Meeting ID: 876 0096 8598

Password: 663049

Dial in:

+44 203 481 5240; +44 131 460 1196;

+44 203 051 2874; +44 203+481 5237

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will be invited.

AGENDA

- 20.05.01 Apologies for absence to be noted or approved
- 20.05.02 To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and to note any additions and/or deletions to the Council's Register of Interests.
- 20.05.03 Proposal:**
That the Minutes of the Estates Committee meeting held on 5th March 2020, as tabled, be agreed as a true record.
- 20.05.04 Public comment or question invited on any Agenda item (**Open Session**).
Open Session to close on or before 8:30pm.
- 20.05.05 To note there is no correspondence received to this meeting not dealt with as an Agenda item or in the Clerk's report.
- 20.05.06 To note decisions of the Parish Council at its April meeting:
 - 6.1 **April**
 - 6.1.1 Approved year end accounts for 2019-20
 - 6.1.2 Resolved to transfer unspent balances from budget lines identified to earmarked funds (WPC.20.04.05).
 - 6.1.3 Approved Financial Risk Assessments (WPC.20.04.06)

- 6.2 **May**
- 6.2.1 Awarded the Alf Hicks Biscuit Barrel to Roger Merry
 - 6.2.2 Authorised a subscription to BHIB for a Cyber Security Package (WPC.20.05.01)
 - 6.2.3 Agreed to complete move to Unity Trust Bank by transferring full balance of funds in existing bank by cheque (WPC.20.05.02).
 - 6.2.3 Approved final accounts for financial year 2019.20 to be submitted to the Internal Auditor.
 - 6.2.4 Authorised the Clerk to adjust the insurance cover for assets, and appoint a chartered surveyor to provide a valuation of the replacement value of the Chapel of Rest (WPC.20.05.03).
 - 6.2.5 Adopted the reviewed Council policies and procedures listed in WPC.20.05.04 for publication.
 - 6.2.6 Considered options for supporting Wickhambrook Memorial Social Centre to install wi-fi and enhanced ICT for meetings.

20.05.07 To receive and discuss any report to this meeting from Portfolio Holders or other agencies and to take action as appropriate.

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|-------|--|-------------------------------|
| 7.1 | Parish Assets (defibrillator) | Clerk for Cllr Couzens |
| 7.2 | Environment & Sustainability | Mrs M Jolland |
| 7.3 | Footpaths officer report | Mr R. Medley |
| 7.4 | Tree Warden's report | Mr R. Medley |
| 7.5 | Youth Facilities (<i>circulated</i>) | Mr R Merry |
| 7.5.1 | Main Playground | |
| 7.5.2 | Teen Project and Games Area | |
| 7.5.3 | Zip Wire | |
| 7.5.4 | Bury Road Playground (<i>circulated</i>) | Mr K Grimes |
| 7.6 | Six Acres | Cllr K Merritt |
| 7.7 | Cemetery and Churchyard Safety Reports | Cllr J Norton |
| 7.8 | Village Greens Report | Cllr J Norton |

20.05.08 To receive any report from the Parish Clerk and to take action as appropriate.

- 8.1 To note that a review of cemetery regulations and memorial furniture will be submitted to the August meeting.
- 8.2 To note an update on the impact of COVID-19 on parish play areas and six acres.
- 8.3 To note that D R King has been instructed for the works identified at Wickhambrook Cemetery (**Min 20.04.09.2 refers**).
- 8.4 Update on options for FP25 by Landmark and access to Byway 31 by motorised vehicles.
- 8.5 Update on DBS checks through CAS.
- 8.6 Update on self-closing metal gate for Bury Road Playpark.
- 8.7 Update on identifying unrecorded footpaths in the parish.

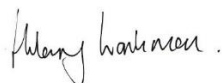
20.05.09 Update on the purchase of an additional piece of play equipment for children between 8 and 12 at the Bury Road Pocket Park (**WPC.EC.20.06.01**) and take action as appropriate.

20.05.10 Update on the proposal to establish a book swap in the old BT Phone Box and take action as appropriate.

20.05.11 To consider commemorative street furniture options to mark VE75 and the community's response to COVID-19 (**WPC.EC.20.06.02**) and take action as appropriate.

- 20.05.12 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 20.05.12 To note the scheduled date for the next meeting is 6th August 2020 at 7:30pm by Zoom
Topic: WPC Estates Committee Meeting
Time: Aug 6, 2020 07:30 PM London
Join Zoom Meeting
<https://us02web.zoom.us/j/87499162736?pwd=d2hyck9hbjNid056UHBwYmczaWJzUT09>
Meeting ID: 874 9916 2736
Password: 893137
- 20.05.13 Close of meeting.

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Hilary Workman

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