

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 3rd December 2020 at 7:30pm remotely through a scheduled Zoom meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/82495563585?pwd=czh4NnVENW5JOW5uNFdWSEZoZDdRQT09>

Meeting ID: 824 9556 3585

Passcode: 774275

Dial In

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+44 203 051 2874 United Kingdom, +44 203 481 5237 United Kingdom

MEMBERS OF THE PUBLIC

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

AGENDA

- 20.12.01 Apologies for absence to be noted or approved
- 20.12.02 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.
- 20.12.03 Proposal:**
That the Minutes of the Estates Committee meeting held on 1st October 2020, as tabled, be agreed as a true record.
- 20.12.04 Public comment or question invited on any Agenda item (**Open Session**).
Open Session to close on or before 8:30pm.
- 20.12.05 To note there is no correspondence received to this meeting not dealt with as an Agenda item or in the Clerk's report.
- 20.12.06 To note decisions of the Parish Council at its November meeting:
Resolved:
That the Clerk make known to West Suffolk Council the Council's responses to the issues and options consultation, as tabled at WPC20.11.01 subject to any modifications agreed by the Council at this meeting.
Resolved:
That Wickhambrook Parish Council ask Community Action Suffolk to undertake a Housing Needs Survey for the parish, based on West Suffolk funding CAS to undertake the work, and Wickhambrook Parish Council underwriting the cost of printing and stationery and data input where returned as a hard copy, at not more than £3.50 per property.
Resolved:
The parish council authorise £2500 from existing earmarked funds to contribute to the cost of a Traffic Regulation Order to reduce the speed limit from 40mph to 30mph in Wickham Street, if supported by sufficient evidence from the Traffic Survey

Hilary Workman, Clerk & RFO to the Council

123 York Road, Bury St Edmunds, IP33 3EG;

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Noted:

Draft Budget for 2021/22 (circulated and tabled as **WPC20.11.04**).

Resolved:

To remove Charles Townsend as an authorized signatory on the parish council Unity Trust bank accounts.

Resolved:

To authorise expenditure on works to Parish Trees as identified in the report submitted by Acacia Tree Surgery, to a maximum of £3,000 plus VAT, the contractor and schedule to be determined by the Estates Committee.

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

7.1	Parish Assets (defibrillator)	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

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

8.1 To note that installation of the new play equipment at Bury Road has now been completed.

8.2 8.2.1 Update on annual tree inspection (tabled and circulated as **WPC.EC.20.12.01**) and take action as appropriate.

8.2.2 Proposal: Cllr Couzens

That authorisation for funds upto £3200 plus VAT for completion of the works identified in report WPC20.12.01 having been approved by the parish council on 26 November 2020 (Min. 20.14.3.2 refers), the Estates Committee agree a contractor and delegate the Clerk to instruct the works to be undertaken in accordance with the proposed schedule advised by Acacia Trees.

8.3 8.3.1 Update on Estates Issues reported to Suffolk County Council (tabled and circulated as **WPC.EC.20.12.02**) and take action as appropriate.

8.3.2 Proposal:

(i) To authorise the cost of bi-annual inspection of the zip wire and any replacement parts at not more than £1015 plus VAT

8.4 To note that the work to level a number of sunken graves for levelling was completed this autumn (**Min. WPC.EC.20.03.9.2iii refers**).

20.12.09 9.1 To consider a proposal to replace the gateposts leading to the war memorial at the cemetery (tabled and circulated as **WPC.EC.20.12.03**) and

9.2 Proposal:

To authorise the replacement of the existing gateposts at the entrance of the cemetery leading up to the War Memorial as set out in report WPC.EC.20.12.03 at a cost of not more than £2198.80 incl. VAT.

20.12.10 10.1 To consider proposals for memorial furniture in the parish (tabled and circulated as **WPC.EC.20.12.04**) and take action as appropriate.

10.2 Proposal: Cllr Couzens

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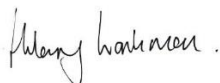
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To adopt the specification of memorial furniture, as set out in WPC.EC.20.12.04, subject to any amendments agreed by the committee at this meeting.

- 20.12.11 Update on proposal for commemorative street furniture options to mark VE75 and the community's response to COVID-19 (**WPC.EC.20.12.05**) and take action as appropriate.
- 20.12.12 12.1 To consider options to increase capacity of bins at Recreation Ground, Cemetery Road Play areas and Six Acres (**WPC.EC.20.12.06**) and
- 12.2 Proposal: Cllr Couzens
The committee authorise the cost of initial outlay for up to four lockdown bins and one combined bin at a cost of not more than £1610.95 and a weekly cost in the current financial year of £3.02 per collection.
- 20.12.13 To consider proposals for projects in the next financial year (tabled and circulated as report **20.12.07**) and take action as appropriate.
- 20.12.14 To note dates for the Estates Committee meetings for the next year (2021), as set out below:
Thursday 4th March
Thursday 3rd June
Thursday 5th August
Thursday 7th October
- 20.12.15 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 20.12.16 To note the scheduled date for the next meeting is Thursday 4th March 2020 at 7:30pm either:
Join Zoom Meeting
<https://us02web.zoom.us/j/85873869805?pwd=dldMSWpvVklUeGZkU2VVM1ZzM3djZz09>
Meeting ID: 858 7386 9805
Passcode: 866674
Dial In
+44 203 481 5240 United Kingdom, +44 131 460 1196 United Kingdom
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Or at Wickhambrook Memorial Social Centre (room to be advised) if COVID-19 regulations permit.
- 20.12.17 Close of meeting.

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Clerk & RFO to the Council

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