

## Wickhambrook Parish Council

### Minutes

Of an extraordinary meeting of the Parish Council held on **Thursday 3<sup>rd</sup> February 2022**

**Present:** Cllrs P Couzens, K Merritt, S Moy, S Thwaite, T Turner

**Attending:** Parish Clerk Hilary Workman,

This meeting was held in the Pavilion, Wickhambrook Memorial Social Centre.

- EO22.02.01     **Noted:**  
Cllrs J Claydon and M Lavelle were absent.
- EO22.02.02     **Noted:** That there were no
- 2.1 Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items
  - 2.2 Declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25
  - 2.3 Requests for dispensations
  - 2.4 Additions and/or deletions to the Council's Register of Interests.
- EO22.02.03     **Noted:** Public Forum – (**Open Session**).18:26  
There being no members of the public present, the session was closed.  
**Session to close on or before 6:30pm**
- EO22.02.04     **Noted:**  
That there had been no correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.
- EO22.02.05     Noted:**  
Councillors considered quotes submitted in respect of grounds contracts for the next financial year (2022/2023) (previously circulated as **WPC.22.03.01**) and, having noted that:
- Only one quote tendered was for the full scope of the specification agreed by full council at its September meeting;
  - There would be additional costs which would be incurred through either
    - appointing a further contractor to undertake the map areas of work not quoted for; or
    - Increasing the number of cuts to that requested in the specification
  - There had been some quality issues which the meeting would like to see addressed in the by the contractor appointed for the current financial year
- The meeting agreed that the contract should be awarded to **RH Landscapes** for the financial year 2022/23, and asked the clerk to:
- Undertake by monthly inspections with the contract to ensure that the work is completed to the satisfaction of the parish council, with particular attention being paid to
    - Ensuring no damage to turf on the Recreation Ground and Six Acres
    - Blowing and/or sweeping arisings of the highway and/or street furniture
  - Explain the reasons the contract was awarded to R H Landscapes to the D King and Sons and CGM Ltd.
- Resolved**  
**That the Clerk draw up a contract for groundworks for the financial year 2022/23 as determined by the meeting following their consideration of quotes for the areas identified in WPC.22.02.01.**

**Signed:** *Mike Lavelle*

**Dated:** 24/02/2022

EO22.02.06 The meeting considered a proposal to make use of EventBrite for promoting free parish council events (previously circulated as **WPC.22.02.02**) and, there being no cost implications, agreed that Eventbrite could be used as a tool to promote free events and take bookings.

**EO22.02.07 Resolved**  
**That the payment, Wickhambrook Memorial Social Centre, #1259, Hire of Pavilion for Neighbourhood Plan meetings at a cost of £30.00 be authorised.**

EO22.02.08 **Noted:**  
That there were no other matters for information, to be noted or for inclusion on a future agenda

EO22.02.08 **Noted:**  
That the scheduled date for the next meeting was Thursday 24<sup>th</sup> February beginning at 7:00pm in The Pavilion of the Wickhambrook Memorial Social Centre.

EO22.02.09 **Noted:** Close of meeting. 18:47pm

**Signed:** *Mike Lavelle*

**Dated:** *24/02/2022*