

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 13th August 2015
held at 7.30pm in the MSC Pavilion**

Present

Cllrs. K. Sammons (Chairman), J. Barton, K. Merritt and J. Walker.

J. Girling

R. Medley (Clerk).

Two Memorial Social Centre Trustees (Barbara Merritt and Tracey Stephenson) attended the whole meeting.

1. Apologies for absence. Cllr. Couzens, R. Merry and I. Spencer offered their apologies.

2. Declarations of interest in agenda items

There were no declarations of interest.

3. Minutes of the meeting of 11th June 2015

These were accepted as correct and signed by the Chairman.

Open Session at 7.33pm including Matters Arising.**4. Matters arising**

- 4.1 Item 5 of previous meeting – Dog Poo Fairy. Posters were displayed around the village. Additional ways of discouraging fouling by dogs were discussed and it was agreed that MSC and the Parish Council should work on a common approach. The invoice for the posters was handed to the Clerk.
- 4.2 Item 14 of previous meeting – Inter village sports. These were planned as part of the Carnival Event but the Thurlow team was forced to withdraw resulting in the sports being cancelled.
- 4.3 Item 6.2.2 of previous meeting – Data Protection Registration. The Clerk confirmed that the registration had been updated to include the use of CCTV.

5. Youth Facilities

5.1. Main Playground

5.1.1 Safety Inspections. Reports were up to date.

5.1.2 Errors on notice boards. The brass plate had been returned to Smart Step for correction of errors and other alterations. The Clerk would send a reminder.

5.2 Teen Project

5.2.1 Inspections. Reports had been completed and handed in.

5.2.2 Improvements. Signs displaying ‘In the interests of safety in this Skate Park and Games Area children of 10 and under MUST be accompanied by an adult’ are ready for collection. There was a possibility of some Section 106 monies becoming available if the housing development off Cemetery Road went ahead. Skate park improvement quotes had been sent to the Planning Department.

5.3 Bury Road playground. BT/Openreach has suggested that their junction box will need to be relocated if the stopping up goes ahead as planned at a likely cost of £5,500. The possibility of moving the perimeter fence slightly and stopping up the smaller area was being investigated.

6. Tree Warden’s Report. Julian Girling had spent time with the arboriculturalist while the tree inspection was being carried out and was now more knowledgeable about diseases of trees.

6.1 Tree Inspection. This was completed on 22nd July at a cost of £400 plus vat. 100 trees, or groups of trees, were inspected; 20 are the responsibility of MSC and 3 the W.I. A proportion of the invoice will be charged to both organisations. The Clerk was instructed to obtain alternative quotes for the short-term remedial work needed on parish council trees (in the next six months)

Closure of Open Session at 8.15pm.

.....

Chairman

.....

Date

EC228

7. Cemetery

7.1 Inspections were up to date. Julian Girling was concerned about the rapid growth of brambles in the conservation area. It was decided that anything other than the current treatment (drastic strimming in the Spring) would be costly. The Clerk was instructed to investigate the cost of a covered water butt to replace the rusting metal tank that takes run-off from the chapel roof. Children had been seen climbing the tree in which the flycatcher box is placed. The lower branches had now been removed.

7.2 Memorial garden and possibility of HLF funding. A phone conversation with the HLF contact had given the impression that there was a possibility of receiving between £3,000 and £10,000 towards the creation of memorial garden. Cllrs. Sammons and Couzens would suggest a design for consideration.

7.3 Wickhambrook War Memorial. The Clerk had made no further progress in tracing the origins of the memorial. Cllr. Merritt suggested that contact be made with Messrs. Hanchetts

7.4 Chapel door repairs. Two locks had been replaced and the middle section of the door strengthened with a metal plate.

8. Churchyard

8.1 Inspections reports were up to date. Cllr. Sammons noted that the pile of trimmings, mentioned in previous reports, was expanding.

9. Six Acres

9.1 Inspections. Reports were in hand.

9.2 Storage of Football Club posts. Letters had been received from the secretaries of both the senior and junior teams confirming that all goals were still in use and that storage next to the Pavilion was only a temporary measure. The Parish Council and MSC would agree a common set of conditions for regular users of the playing fields.

10. Village Greens

10.1 Inspection reports were up to date.

10.2 Moor Green. Another reminder had been sent to Paul Row about installing the perimeter posts.

10.3 Village Greens and Common Lands course. Julian Girling gave a brief summary of the day long course. The paperwork had been circulated to all Estates Committee members.

11. Working Parties.

Ian Spencer had provided a written report. Cllrs. agreed that removal of low branches and the cutting back of vegetation around the pond was too ambitious a project for the working party and instructed the Clerk to contact David King. It was hoped that the working party would then be able to continue regular maintenance of the area.

12. Overhanging Hedges

Cllrs. hoped that enforcement action against persistent offenders would take place in September.

The meeting closed at 8.59 pm.

Next Meeting Thursday 15th October 2015 in the MSC Pavilion.

I confirm that the above is a correct record of the meeting held on Thursday 13th August 2015.

.....
Chairman

.....
Date