

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 5 December 2016
at 7.30pm in the MSC Pavilion**

Present

Cllrs K. Sammons (Chairing the meeting), J. Barton, K. Merrit, J Walker

Cllr P. Couzens attended the meeting

Lay member J. Girling, R. Merry

Footpaths Officer R. Medley

Clerk S. Thorburn

1. Apologies for absence

Apologies were received from Lay members A. Harris and I. Spencer

2. Declarations of interest in agenda items

None were recorded

3. Minutes of the meeting of 13 October 2016

These were accepted as correct and signed by the Chairman.

4. Matters arising

4.2 Item 13 of previous meeting – Autumn litter pick

The Clerk reported that this had been quite well attended.

5. Open Session 7.35 p.m.

The Footpaths Officer, Roger Medley, had spoken to the owner of the land crossed by the footpath towards Farley Green and it was to be re-instated to the correct route.

A reminder had been sent about the Byway 31 from Coltsfoot Green to Australia Farm and a response that all the footpaths in Wickhambrook were to be inspected had been received.

7.40p.m. Open session closed**6. Footpaths Officer report**

Leaflets produced on behalf of Suffolk villages giving three walks were shown to the meeting. A contribution of £300 would be required from the Parish Council if Wickhambrook were to be featured in a leaflet. The Clerk was instructed to circulate the leaflets to the Parish Council for discussion at the next meeting.

6.1 Warning signs cost for footpath clearance work – the Clerk had sourced a quote and was instructed to investigate a cheaper option for discussion at the next meeting.

6.2 Seasonal footpath cuts - the Estates Committee discussed the option of cutting all footpaths and agreed to look at the option to cut footpaths in addition to the County Council maintained contract. The Clerk was instructed to contact Clare Town Council for any information they could provide.

7. Youth Facilities**7.1 Main Playground**

7.1.1 Inspection reports had been submitted to date. The Buzzy Bee had been repaired and new matting installed

7.2 Teen Project and Games Area

7.2.1 Inspections had been submitted to date. St Edmundsbury had submitted reports each month and the Clerk was instructed to check if an annual, more detailed inspection, had taken place this year.

7.2.2 Inspection holiday cover for R. Merry would be provided by Cllr Merritt

7.3 Bury Road playground

A resident had requested a further piece of equipment be provided for 7-8 year olds and Cllr Sammons would contact the supplier to obtain a cost.

7.3.1 Inspection reports had been submitted to date. The gate required a self-closure mechanism to prevent dogs from entering and the Clerk was instructed to request a quote from the contractor.

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Chairman

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Date

7.3.2 Litter bin quotation was discussed and Option 1, a combined litter and dog waste bin, was Preferred which would have a fitting set in concrete – proposed by Cllr Walker and seconded by Cllr Barton. This would be taken to the next Parish Council meeting.

8. Tree Warden's Report

All trees had been inspected including the two additions at the Bury Road playground and no hazards were reported by the Tree Warden, J Girling.

9. Cemetery.

9.1 Safety inspection. J Girling submitted a report and stated that it was all in order. The seat had been successfully re-oiled and the two others at Coltsfoot and Genesis Greens would be attended to. The Chairman thanked Lay member Girling for his offer to restore the benches.

9.2 Memorial Garden update and funding report. The amount of the Tesco Groundworks grant was £8000 with £6000 given immediately and the remainder at the completion of the project in a 12 month period. A meeting had been arranged for the 11 December with a local contractor to discuss initial ideas to be reported at the next Parish Council and Estate Committee meetings. The Chairman invited all members of the committee to attend at the cemetery.

9.3 Players scenery storage in the Chapel. The Players were to be disbanded and a request had been made for the large scenery pieces to remain in the Chapel, at no charge, should a future group be formed. The Clerk was instructed to write to the Chairman of the Players group stating that the Committee agreed to this request.

10. Churchyard. No report due.

11. Six Acres

11.1 Inspection. Cllr Merritt submitted a completed report. The Clerk was instructed to make enquiries to replace a broken dog fouling sign and to write to the Headteacher at the school to request that vehicles refrain from parking on the hatched area which should be kept clear for access by the emergency services. The Clerk was instructed to write to the Chairman of the Junior Football Club to request that the goal posts be removed from the field at the end of each session and stored or placed at the hedge side by the hall. In addition the Club had not painted the storage container as discussed and the whole area was untidy. The Clerk was instructed to write about these aspects of the Six Acres.

12. Village Greens

12.1 Inspections. The Clerk had performed these as holiday cover for Lay Member A. Harris and all in order with the contractor having re-visited Attleton Green to trim the margins of the pond.

13. Quote from contractor for tree pruning

The Clerk was instructed to contact the contractor to accept the quote detailing tree pruning at the Cemetery, churchyard and Coltsfoot Green.

14. Cemetery road funding update

The Chairman gave an update on the plan to request funding for an artificial cricket wicket, zip wire and other skate park additions. The Clerk was instructed to contact Richard Baldwin to find out what the next stage of presenting a case for funding should be.

The meeting closed at 8.45 p.m.

Next Meeting Thursday 9 February 2017 in the MSC Pavilion.

I confirm that the above is a correct record of the meeting held on Thursday 5 December 2016.

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Chairman

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Date