

## Proposal for Estates Committee Work Plan for 2021.22

The parish council has a wide variety of powers and obligations which either permit, or oblige it to carry out functions and certain works. The Estates Committee for Wickhambrook covers works to protect and maintain parish assets, including:

- Play equipment
- Trees
- Open Spaces & Greens
- Cemetery and Closed Churchyard

In addition, the Estates Committee identifies problems and liaises with District and County Councils in respect of some highways and public rights of way issues.

The relevant budget lines in the parish council's approved budget for the next financial year are attached as Appendix A to this report, together with a summary of relevant Earmarked Reserves.

Thus, the majority of the Estates Committee's work throughout the year falls within the existing scope of revenue budget lines and Earmarked Reserves. Some new projects might be funded from the council's general reserves, and it is helpful to identify any possible cost bearing projects at the earliest opportunity. These may then be planned for in the next financial year, if it is not possible to fund them from within the existing revenue, earmarked or general reserves.

Suggestions for consideration are:

- Replacing the entrance railings to the War Memorial entrance with railings more in keeping with the Chapel of Rest entrance
- Tidying and re-organising the Chapel of Rest to make provision for the installation of a new smart meter and sorting and disposal of old paperwork stored there
- A review and consideration of proposals to site with the cast iron memorial crosses in the cemetery or otherwise memorialise those for whom they were produced
- Investigating the cost of contracting a grave digger to the cemetery
- Investigating and implementing a means of marking reserved grave spaces
- Works to upgrade the skatepark and deal with graffiti on party wall with games area

Other administrative projects which require clerk time

- Further progress on transfer of records to cemetery software and development of accurate plan of cemetery for installation/publishing to website
- Re-negotiation of lease on play area within the recreation ground with Memorial Social Centre
- Updating of Title Deeds held by HM Land Registry and possible registration of Six Acres
- Development of business case for purchase of land to rear of cemetery

### **Action:**

**Identify any other projects and prioritise identified work.**