

## Update on Estates Issues

This report sets out progress on a number of estates issues raised by the committee or reported to the clerk. Progress against the work plan agreed at the February meeting (Min. 24.02.8.1, Report WPC.EC.24.02.01 refers) is summarised below:

### Current Financial Year (2024 – 25)



- Increasing accessibility to grave space records for Councillors – work to onboard burial Registers has been completed and purchased grave spaces records have been transcribed ready for onboarding once final checks have been completed. April  
Min Ref 23.02.13  
Approved Min. Ref 24.09.10 – Work Instructed



- Cleaning of War Memorial May
- Bench for Cemetery (Royal Navy Past & Present) May
- Remedial work to tested Memorials (seven of thirteen undertaken, balance scheduled 1<sup>st</sup> week July) June
- Transfer of Land from Havebury and SCC – not proceeding July Minute Ref: 24.07.16
- Cemetery Notice Board –old parish notice board deemed beyond repair and scrapped. July
- Work to parish trees adjacent to Chapel of Rest

### Six Acres and Recreation Ground

The bench installed at the bottom end of Six Acres was damaged beyond repair in July and will require replacement. A more substantial bench (max width 1.5m) will be sought when replacement is arranged.

At its November meeting the Estates Committee opted for a bench similar in style to that identified in **Appendix A**. Whilst there are insufficient funds remaining within the Estates revenue budget to purchase a bench before the financial year end, the committee could approve the cost of purchasing a new bench in the next financial year (2025/26), thus enabling the clerk to arrange for order and deliver as soon as possible in the next financial year.

#### Powers:

Public Health Act 1875, s.164 - Power to provide and maintain land for public recreation  
Open Spaces Act 1906, ss.9 and 10 - Power to provide and maintain land for open spaces in or outside of the council's area

#### Funding (2025 – 26):

Six Acres: £500

#### Recommendation:

**The Estates Committee authorise the purchase of a Grade A teak Winchester Single Oval 1.5m bench (assembled) at a cost of £265.92 plus VAT.**

Hilary Workman  
Clerk & RFO  
January 2025

### **Defibrillators**

The clerk has made a diary note to purchase replacement pads suitable for both adults and children are available at a cost of £72.50 plus VAT per set, to be considered at the April meeting.

### **Maintenance in Cemetery**

Volunteer days in Cemetery started on the first Wednesday in February. In November, the team had focussed clearing leaves weeds and vegetation to tidy the cemetery in advance of Remembrance Sunday.

Of the matters raised by Cllr Grimes in her report:

- Quotes have been sought from our regular Tree surgeon for pollarding two yews and work to other trees. If received in time, this will be included in report WPC.EC.25.02.05.
- Cllrs could consider
  - planting autumn flowering bulbs now that more light is filtering through into the cemetery
  - Installing paling fencing to restrict access onto the cemetery from the start of FP26.

The March Event has been set aside for:

- moving one of the benches into the Chapel of Rest to dry out prior to rubbing down and re-coating with teak oil. There should be sufficient supplies remaining.
- Planting the four hawthorn trees obtained free of charge from SWTC
- Mulching the hedge and cherries with leaves left over from the winter
- If possible, installing the paling fencing to restrict access onto the cemetery from the start of FP26
- Sowing seed in the children's play area

The sign with contact details at the cemetery requires updating. A new vinyl A4 sign will cost in the region of £10 plus VAT.

Quotes have been sought for A3 vinyl signs messaging about our new wildlife areas have been quoted (**Appendix B**) at a cost of £ plus VAT per sign (two signs for the Cemetery, five for greens).

### **Powers:**

Local Government Act 1972, s.214(2) - Power to provide and maintain cemeteries in or outside the council's area.

Open Spaces Act 1906, ss.9 and 10 - Power to provide and maintain open space or burial ground in or outside the council's area.

### **Funding:**

Services and Supplies - £244.66 against a budget of £750.

### **Recommendation**

**The Estates Committee authorise the purchase of signs for Cemetery and Greens at a cost of not more than £125 plus VAT.**

Hilary Workman  
Clerk & RFO  
January 2025

### **Chapel of Rest**

Following work to the Drive at Chapel of Rest in 2021, some worn areas of macadam, particularly outside the Chapel of Rest, have been identified which will require remedial work in the longer term. Quotes received to date are in excess of £5000 and this will be looked at in the next three year plan.

A further quote has been requested from a new contractor.



Gutters, Slates and Roof

Additionally, there is a crack to the outer door lintel which may require work, and it should be monitored.

Work to repair the Chapel Roof was approved at the September meeting (Min. 24.09.12 refers) and has been instructed, but the start date has been delayed due to very cold weather over the Christmas and New Year.

### **Play Areas**

Work to replace consumable items in the play areas at Cemetery and Bury Road was completed on 31<sup>st</sup> August. Despite this, reporting from West Suffolk monthly inspection has continued to report a number of low risk issues relating to the play areas.

At its September meeting the Estates Cttee approved the purchase of lawn mix, which will be scheduled for sowing at the March volunteer morning.

The clerk applied to West Suffolk Council for funding through the Communities Capital Fund in November and heard in December that the amount applied for (£2250) has been awarded. This is match funding, and will be used to:

- Replace Metal post feet for swing bay at Bury Road
- Replace Cargo net for activity trail
- Replace Grass matting & Rubber Mulch under swings and Cableway at Cemetery Road

See report **WPC.EC.25.02.04**

Appendix A

Options for replacement bench at Six Acres



Quote from Sloane & Sons (best current price available)

Grade A teak Winchester Single Oval 1.5m bench

£269.10 inclusive of VAT and delivery (10% current discount applied).

We can send assembled for an additional £50

This bench would be absolutely fine in a public space.

**Total Cost Delivered £265.92 plus VAT delivered.**



## Wickhambrook Parish Council

Our cemetery is a very special place for both the community and for wildlife. We actively manage the cemetery in a way that encourages wildflowers and benefits wildlife whilst being sensitive to visitors' needs.

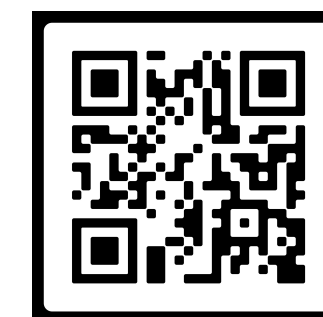
We are leaving some areas of grass to grow long over the spring and summer months (with one cut in the autumn) to let the plants flower and set seed – helping preserve and enhance this special habitat.

Many animals benefit from the grass being left to flower. Butterflies, bees and other small invertebrates enjoy the pollen and nectar, while swifts and bats will feed on the invertebrates attracted to the site.

We hope you enjoy seeing the plants and animals thriving in our cemetery.

Why not join in with our volunteer work party - 10:30am-1pm on the first Wednesday of the month, March - November

Please contact the clerk on [parishclerk@wickhambrook.org.uk](mailto:parishclerk@wickhambrook.org.uk),  
or 07508 039810 if you have any questions



## Wickhambrook Parish Council

Our Greens and open spaces are very special places for both the community and for wildlife. We try to actively manage them in a way that encourages wildflowers and benefits wildlife whilst being sensitive to visitors' needs.

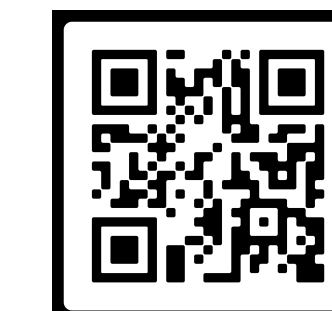
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We hope you enjoy seeing the plants and animals thriving in our open spaces.

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1no. custom cemetery sign, 400x300mm, 3mm recycled plastic, pre drilled holes (if required), price: £14.21+vat

1no. custom our greens sign, 400x300mm, 3mm recycled plastic, pre drilled holes (if required), price: £14.21+vat

DHL Delivery: £4.95 inc VAT (excluding Scottish Highlands & Islands, Isle of Man, Channel Islands and Northern Ireland)

Delivery charges quoted are for mainland UK (unless specified). Please advise if the delivery address is outside this postal area.

Supply only. All signs are non-photoluminescent and non-reflective (unless specified).

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# your quote



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