

EC185

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee  
13<sup>th</sup> December 2011 at 7.30pm in the MSC Pavilion**

**Present**

Cllrs. J. Walker (Chairman), J. Girling, and K. Merritt.  
M. Cowan and J. Norton  
R. Medley (Clerk)

**1. Apologies for absence.**

Apologies were accepted from Cllr. Sammons.

**2. Declarations of interest in agenda items**

None was declared.

**3. Minutes of the meeting of 18<sup>th</sup> October 2011**

These were accepted as correct and signed by the Chairman.

**4. Matters arising**

There were no matters arising.

**5. Correspondence**

5.1 Quote for grounds maintenance. The Parish Council has a duty to regularly check the expenditure of public monies. Some £7,000 is spent annually on grounds maintenance. A representative from Old Parsonage Garden services had visited the areas to be maintained and a quote was awaited.

**6. Playground**

6.1 Safety Inspection. The monthly summaries were handed in. Marion Cowan reported that the weaknesses in the safety surfaces and the top slat on the bench seat were being monitored.

6.2 Fundraising and Publicity for improvements. Subject to confirmation the Borough of St Edmundsbury will grant £10,000 towards the playground improvements. County Cllr. J. Midwood had promised £5,000 from her Locality Budget after 1<sup>st</sup> April 2012. An application for £18,000 from Suffolk County Council's Corporate Regeneration Fund was almost complete (deadline 24<sup>th</sup> December). A date for a further display at a Farmer's Market was suggested, that being Sunday 12<sup>th</sup> February.

**7. Tree Warden' Report**

7.1 Offer of commemorative oak tree for Diamond Jubilee. A decision was required before the next parish council meeting. Cllrs. resolved to apply for one tree and decide at a later date where it would be planted. A working party of Cllrs. Sammons, Girling, Cowan and Norton would look at possible sites.

7.2 Tree Inspection in the Cemetery. The insurers required that all trees for which the parish council is responsible be inspected by a qualified arboriculturalist. The Clerk offered to draw up a list of trees. The Memorial Social Centre trustees were under a similar obligation and it was hoped that a joint inspection would be possible.

**8. Cemetery**

8.1 Safety Inspection. John Norton handed in the October and November reports.

8.2 Sale of bier. The bier had been delivered to Manders Auctioneers by Cllr. Walker for the December auction where it was sold for £180. Commission will decrease this total.

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8.3 Damaged field gate. Cllr. Walker had replaced the gate. Cllrs. were concerned about the possibility of the gate being lifted off and instructed the Clerk to contact Cllr. Claydon and offer to pay for the welding of retaining washers on the gate pins.

8.4 Cemetery Management course. The Clerk had attended the course on 16<sup>th</sup> November. He was concerned about the obligations placed upon the parish council and needed to check on consecrated areas within the cemetery and burial records and maps.

**9. Churchyard**

9.1 No comments

**10. Teen Project**

10.1 Safety Inspection. Reports were handed in. The screws of the bench seats in the games area needed tightening and those at the bottom of the ramp of the fun box were working loose. The fire plate in the litter bin had been slightly damaged.

10.2 Sign for games area. Following a recommendation from a recent safety inspection a BSEN 15312 sign had been ordered and would cost £148 plus vat.

**11. Six Acres**

11.1 Inspection reports had been handed in. Apart from a marked reluctance on behalf of the users to anchor the small goals there were no concerns.

11.2 Resurfacing of tennis courts. The re-surfacing had been completed to everyone's satisfaction and the contractor had been paid in full. Generous donations had been received from the Tennis Club.

11.3 Queens Diamond Jubilee Celebrations. Cllrs. Girling and Bradbury had arranged to meet the landlord of the 'Greyhound' on 14<sup>th</sup> December to discuss possible co-operation on a village event.

11.4 Bowls Club AGM. The minutes had been circulated. Cllrs. noted the invitation to a roll-up from Friday March 30<sup>th</sup> 2012 onwards. Cllr. Walker and the Clerk had inspected the 'timber surrounds' that needed replacing. Steve Taylor had been informed that he could organise the necessary replacements providing the cost did not exceed £520.

**12. Village Greens**

12.1 Reports were handed in. John Norton noted that the hedge around Moor Green needed trimming as did several hedges at Meeting Green. The Clerk was instructed to send letters to the occupiers of Clematis Cottage and Sunset Bungalow requesting remedial action. John Norton offered to treat further benches on the greens.

12.2 Litter Pick. Cllrs. agreed that the village litter pick of 23<sup>rd</sup> October had been successful and that another would be planned for Sunday 26<sup>th</sup> February 2012.

**Date of next meeting.**

Tuesday 7<sup>th</sup> February 2012 in the MSC Pavilion.

**Meeting closed at 8.30 p.m.**

I confirm that the above is a correct record of the meeting held on 13<sup>th</sup> December 2011.

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**Chairman**

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**Date**