

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 12 October 2017
at 7.30pm in the MSC Pavilion**

Present

Cllr K. Merritt Chaired the meeting

Lay members J. Girling and A. Harris

Footpaths Officer R. Medley

Clerk S. Thorburn

Four members of the public were present

1. Apologies for absence

Apologies were received from Chairman Cllr K. Sammons, Cllrs J. Barton and J. Walker and Lay members J. Norton and R. Merry

It was noted that as the meeting was not quorate decisions could not be made but discussion would take place and conclusions taken to the Parish Council meeting on 26 October.

2. Declarations of interest in agenda items

None were recorded

3. Minutes of the meeting of 10 August 2017

These were accepted as correct and signed by the Chairman.

4. Matters arising

6. Lay member J. Norton would be responsible for inspecting the cemetery.

12.1 The tyre had gone from the Bowls Club car park.

12.2 The Youth Football Club had painted the container green.

The Adult Football Club stated that they no longer used any part of the Six Acres. The Clerk had written to state that should any practice or warm-up take place on this area the Parish Council should be informed to enable the necessary documentation to be put in place.

5. Open Session 7.40 p.m.

The Secretary of the MSC Trustees reported on anti-dog fouling measures to be put in place. A new poster would be displayed giving a telephone number to report sightings and a questionnaire would be published in The Scene for residents to complete and return. The Trustees wished to collaborate with the Parish Council and offered an open invitation to all Councillors to attend the AGM on Tuesday, 7 November at 7 p.m. in the main hall. The Clerk would add this to the October agenda to inform all Councillors.

The Chairman and Secretary of the Youth Football Club gave a short report on the start to the new season and requested that a third pitch 54.8 m long by 36.5 m wide be marked out in a new area for U9 and U10 teams. A discussion was had regarding the installation of the zip wire and the Parish Council would meet with the Youth Football Club once this had been installed to perform a risk assessment on the current location of the full size pitch on the Six Acre site.

8.10 p.m. Open session closed

Three members of the public left the meeting.

6. Footpaths Officer report

Suffolk County Council Rights of Way Department were to close By way 31 on 23 October for repairs from Australia Farm going towards Baxter's Green. The closure would be for about ten days.

The contractors had not seemed to fulfil the cutting programme for footpaths this season and an email had been sent to ask that the paths be cut. The Farley Green footpath had been cut the incorrect side of the hedge but this had been noted and hopefully would not be repeated.

The Clerk was asked to thank all residents who had arranged for hedge trimming to take place along Footpaths by including a paragraph in The Scene article.

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Chairman

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Date

7. Youth Facilities

7.1 Main Playground

7.1.1 Inspection

All inspections were up to date

7.2 Teen Project and Games Area

7.2.1 Inspections

All inspections were up to date

7.2.2 Improvements – report from site meeting

To be discussed at the December meeting

7.3 Bury Road playground

7.3.1 Inspections

All inspections were up to date

7.3.2 Gate closure problem and litter bin emptying report

To be discussed at the December meeting

7.3.3 Update on acquisition of bench

To be discussed at the December meeting

7.4 Zip wire order acknowledgement to be completed

The Clerk was instructed to place the order and the MSC Trustees would be approached regarding the use of toilet facilities at the hall.

8. Tree Warden's Report

The Tree Warden had attended a conference for Tree Warden's which had proved useful and a short report was given. The wooden benches at Coltsfoot Green and Genesis Green had both been restored and the Committee thanked the Tree Warden for the refurbishment of the seats.

Attleton Green had two large broken willow limbs over the pond and the Clerk was instructed to ask if the contractor could remove these.

The next inspection of all trees by Acacia was scheduled for July 2018 at which point the location of the tree tags would be discussed.

9. Cemetery

9.1 Safety inspection

The inspections were up to date with no issues to report

9.2 Memorial Garden update

Planting was in progress and the Clerk would apply for the remaining 25% of the grant

9.3 Review of cemetery regulations – scattering of ashes, cremated remains memorials

To be discussed at the December meeting.

9.4 Dogs on leads signage quotation

The Clerk was instructed to order the two signs

10. Churchyard

To be reported on at the December meeting.

11. Six Acres

11.1 Inspection

The inspections were up to date with no issues to report

11.2 Use of area as football pitch

Discussed in the open session

11.3 Dog fouling deterrents

Discussed in the open session

12. Village greens

12.1 Inspections

The inspections were up to date and a written report was submitted.

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Chairman

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Date

13. **Litter Pick date and time 12 November at 10 a.m.**

All agreed.

The meeting closed at 8.42 p.m.

Next Meeting Monday 4 December 2017 in the MSC Pavilion.

I confirm that the above is a correct record of the meeting held on Thursday 12 October 2017.

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Chairman

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Date