

**Minutes of the meeting of the Wickhambrook Parish Council Estates Committee 10<sup>th</sup> October 2013  
at 7.30pm in the MSC Pavilion**

**Present**

Cllrs. J. Walker (Chairman), J. Girling and K. Sammons.

R. Merry

R. Medley (Clerk)

**1. Apologies for absence and welcome to members of public**

Apologies were received from Cllr. Merritt and John Norton. Ian Spencer did not appear.  
The Chairman welcomed the new lay member, Roger Merry.

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

None was declared.

**3. Minutes of the meeting of 13<sup>th</sup> August 2013**

These were accepted as correct and signed by the Chairman.

**4. Matters arising**

Item 6.2.2 of previous meeting – M. Cowan had left Wickhambrook but had continued to inspect the playground and skate park until end of September. Written reports had been handed in.

Item 13 of previous meeting – new members. Roger Merry and Ian Spencer had completed the formal paperwork and were now lay members of the committee. Billie Long had decided not to join so one vacancy remained.

**5. Playground****5.1 Main Playground**

5.1.1 Safety Inspection. Reports were up to date. Roger Merry had offered to take on responsibility for future inspections of the playground and skate park. He had noticed several small improvements that were needed and would discuss these with Cllr. Merritt. Cllr. Sammons would pass the maintenance tools over to the Clerk.

The new benches had been installed.

5.1.2 Purchase of notice board/s. A hardwood notice board of sufficient size to include the plaques from both the Borough and County Councils and a brass plate listing individual donors would cost about £250. The list of donors would be circulated for any final amendments.

Cllr. Sammons was awaiting information from Miracle Design & Play Ltd. before proceeding with the second notice board which will show the recommended age ranges for users of each piece of equipment.

5.1.3 Cllrs. Sammons and Bradbury were organising the letters of thanks to donors.

5.1.4 Cllrs. suggested that the new playground be entered in the SALC ‘Support for Young People’ Competition. The Clerk would complete a draft copy of the entry form and circulate it among committee members.

**5.2 Bury Road playground**

5.2.1 Progress report. The draft transfer document from Havebury Housing Association received by Risbygate solicitors was received without an accompanying plan showing the detail of the land to be transferred. A plan had been requested.

5.2.2 Possible purchase of additional equipment. Cllrs. agreed that this could not be considered until the transfer of land had been completed.

5.2.3 Inspections. The Clerk hoped to find someone in the Bury Road locality to carry out inspections.

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**Chairman**

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**Date**

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**6. Tree Warden's Report.**

- 6.1 Jubilee Oak. Cllr. Girling reported that the leaves had fallen off but new buds were showing.
- 6.2 Trees on Greens. The condition of the 'failing' cherry trees on Attleton and Genesis Greens was being monitored.

**7. Cemetery**

- 7.1 Safety Inspection. Reports were being completed
- 7.2 Cleaning of war memorial. Arrangements had been made for this to be carried out professionally before 10<sup>th</sup> November, Remembrance Sunday.

**8. Churchyard**

- 8.1 Any matters. The large pile of tree debris noted at the last inspection would be burnt in the near future.

**9. Teen Project**

- 9.1 Safety Inspection. Weekly reports were handed in. R. Merry had noticed several small improvements that were needed and would again discuss remedial action with Cllr. Merritt.
  - 9.2 'Proper' graffiti and possible further improvements. Cllrs. agreed that this item be dropped from future agendas.
- Cllrs. agreed that the Teen Project and the main Playground would be combined as one agenda item for future meetings

**10. Six Acres**

- 10.1 The monthly inspection report was about to be completed.
- 10.2 Irresponsible dog owners. Reports of persistent offending could be passed to the Borough Dog Warden - [Andrew.Harvey@westsuffolk.gov.uk](mailto:Andrew.Harvey@westsuffolk.gov.uk). Warning letters and then a fixed penalty notice would be issued. Further details will be placed in the Scene and 'What's On'.

**11. Village Greens**

- 11.1 Inspection reports were being completed.
  - 11.1.1 Moor Green. Responsibility for trimming the hedges, and the precise area covered by the Green, would be checked once the area had been returned to the Parish Council.

**12. Overhanging hedges**

Cllrs. agreed that letters requesting hedge trimming should be sent to landowners responsible for either side of the overgrown section of the Duddery and the stretch of the B1063 from Willis Farm to the speed restriction signs.

**13. Autumn Litter Pick.**

This would take place on Sunday 24<sup>th</sup> November. The usual arrangements would apply. Meet at 10.30am in the MSC Pavilion. Volunteers would be issued with sacks, litter picks and hazard jackets and be asked to choose an area. Coffee/tea and biscuits would be available from 11.30am onwards.

**The meeting closed at 8.40pm**

**Next Meeting** Thursday 12<sup>th</sup> December 2013 in the MSC Pavilion.

I confirm that the above is a correct record of the meeting held on Tuesday 10<sup>th</sup> October 2013.

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**Chairman**

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**Date**