

WICKHAMBROOK PARISH COUNCIL

Estates Committee **SUMMONS TO COUNCILLORS**

You are hereby summoned to attend the next meeting of the Wickhambrook Parish Council Estates Committee on

Thursday 6 December 2018

at 7:30pm in the Memorial Social Centre Pavilion, Cemetery Road
Wickhambrook for the transaction of the business on the agenda below.

MEMBERS OF THE PUBLIC

are hereby notified of the meeting which they are welcome to attend and where public input will be invited.

AGENDA

- 18.12.01 Apologies for absence to be noted or approved:
- 18.12.02 To receive any Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and to note any additions and/or deletions to the Council's Register of Interests.
- 18.12.03 To note that Cllr Sammons has tendered her resignation from the Estates Committee and that at the last meeting of the Parish Council Cllr Couzens was appointed to the Estates Committee (Minute 18.10.16.3 refers).
- 18.12.04 To note that the position of Chair of the Estates Committee is currently vacant, elect a Chair to the Committee and appoint a Vice-Chair.
- 18.12.05 Proposal: Cllr Barton;**
That the Minutes of the Parish Council meeting held on 11 October 2018, as tabled, be agreed as a true record.
- 18.12.06 To note that no has been correspondence received to this meeting not dealt with as an Agenda item or in the Clerk's report.
- 18.12.07 Public comment or question invited on any Agenda item (**Open Session**).
Open Session to close on or before 8:30pm.
- 18.12.08 To receive and discuss any report to this meeting from Portfolio Holders or other agencies and to take action as appropriate.
- 8.1 Footpaths officer report R. Medley
- 18.12.09 To receive any report from the Parish Clerk and to take action as appropriate.
- 9.1 To note that following the appointment of a Suffolk Tree Surgery and Landscape at the Parish Council meeting on 25th October (**Minute 18.10.8.3 refers**) work to the Category A trees has now been completed and works to category B & C parish trees has commenced.
- 9.2 To note that following at the Parish Council meeting on 25th October (**Minute 18.10.8.6 refers**), payments up to £250 were authorised to reimburse the cost of sundry items or engage local tradespersons to undertake work to address maintenance issues identified by the annual inspection of parks and regular inspections carried out by relevant portfolio holders on committee. Mick Wiseman has been instructed to undertake work to re-set the gate at the play area adjacent to the Memorial Social Centre, Cemetery Road.

- 9.3 To note that at the Parish Council meeting on 25th October the meeting authorised the inclusion of the banks and hedges surrounding the Bowls Green into the Parish Council Grounds contract (**Minute 18.10.06 refers**). The agreement with Wickhambrook Outside Bowls Club has been amended accordingly.
- 9.4 To note that confirmation had been received that work to the boundary wall at the Churchyard had been completed to the satisfaction of the PCC and that the invoice had been included in the Agenda of the Parish Council meeting on 29th November for payment to be authorised.
- 18.12.10 Youth Facilities – to receive any reports and take action as appropriate.
- 10.1 Main Playground
- 10.1.1 Inspection report
- 10.1.2 To note that two quotes have been received (circulated) to address the need to replace and reset vertical sleepers on the fort in the playground and take appropriate action.
- 10.2 Teen Project and Games Area
- 10.2.1 Inspection report
- 10.2.2 To note that the issue of graffiti in the Teen Project and Games Area (obscene graffiti is removed as soon as noticed) has been raised in inspections and consider appropriate courses of action.
- 10.3 Bury Road Playground
- 10.3.1 Inspection report
- 10.3.2 To note that an enquiry has been received about the possible installation of play equipment for older children in the playground, and take appropriate action.
- 18.12.11 Cemetery and Churchyard safety reports.
- 18.12.12 Six Acres
- 18.12.13 Village greens
- 13.1 Following oral reports received highlighting maintenance needs to some of the greens (**Minute 18.10.13 refers**), to consider Cllr Jolland's suggestion that a working party might be established to address the works required and take action as appropriate.
- 18.12.14 To consider future dates for Litter Picks in 2019 and take action as appropriate.
- 18.12.15 To consider the review of Cemetery's fees and charges (circulated) and take appropriate action.
- 18.12.16 To note the proposed meeting dates for the Estates Committee in 2019 are: 7th February, 4th April, 6th June, 1st August, 3rd October, 5th December, which represent a move to the first Thursday of the Month.
- 18.12.17 Any other Council business for information, to be noted or for inclusion on a future agenda.
- 18.12.18 To confirm that the scheduled date for the next meeting is Thursday 7th February 2019, beginning at 7:30pm in the Memorial Social Centre Pavilion.
- 18.07.19 Close of meeting.

Published & posted 28th November 2018

Hilary Workman

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