

## **Wickhambrook Parish Council** **Estates Committee Minutes**

Of an meeting of the Estates Committee held on  
Thursday 11 October 2018

Present: Cllrs J Barton, M Jolland,

Attending: Lay Members: J Norton  
Footpaths Officer R. Medley  
Parish Clerk Hilary Workman  
Cllr P Couzens  
2 Members of the public

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- 18.10.01 **Noted:**  
Apologies for absence were received from Cllrs K Merritt & K Sammons & Mr R Merry  
It was noted that as the meeting was not quorate decisions could not be made but discussion would take place and inspection reports presented.
- 18.10.02 **Noted:**  
There were no Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items and no additions and/or deletions to the Council's Register of Interests.
- 18.10.03 **The Minutes of the Parish Council meeting held on 9 August 2018, as tabled, were agreed by the meeting to be a true record and signed by the Chairman (note the meeting was not quorate).**
- 18.10.04 **Noted:**  
Correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report.
- 6.1 E-mail from Suffolk Highways Area Rights of Way Officer (circulated). Roger Medley undertook to provide the Clerk with a summary of the Footpaths cutting arrangements.
  - 6.2 E-mail from St Edmundsbury Borough Council advising changes following the future establishment of West Suffolk Council from April 2019 (circulated). The Parish Council had agreed at its meeting on 27 September to refer the offer from St Edmundsbury Borough Council relating to future inspections of play areas to the next Estates Committee.
- 18.10.05 **Open Session: 7:40pm**  
**Noted:** The following when public comment or question was invited on any Agenda item;  
The Chairman welcomed members of the public Sonya Thorburn and Charles Townsend from Wickhambrook Outdoor Bowls Club who summarised their recent request for consideration of including the grounds maintenance of the Bowling Green (not including the green itself) in the Parish Council Contract. The club is working hard to make it more accessible to all villagers, and had a forthcoming meeting with a teacher from the school who was keen to introduce children to the game.  
**Session closed 7:50pm**

## EC261

### 18.10.06 **Noted:**

- 6.1 An oral report from Roger Medley
- Thanking the landowners who have already trimmed the hedges alongside the footpaths and advising that the County Council are only responsible for clearing underfoot growth, restricted to certain footpaths.
  - A few missing waymarks have been replaced by the County Council.
  - Progress on the local version of Discover Suffolk leaflet – all three suggested routes have been walked by the Green Access team. They had approved and been impressed by the recommendations. The route to the south of the village may need to be modified to improve safety at B1063 crossing. A draft of the leaflet would now be created for Parish Council comment.
  - The Footpath cutting schedule was reported to need some updating. The meeting agreed that Roger would report back to the next meeting
- 6.2 The meeting noted that Mr J Girling had resigned as Tree Warden and thanked him for his work for the Parish Council.

### 18.10.07 **Noted:**

An oral report from the Parish Clerk confirming that three quotes in respect of the work identified in the report Tree Condition and Hazard Assessment on Parish Council Trees by Acacia Tree Surgery had been requested. The meeting agreed that quotes received by the Clerk would be referred back to the next Parish Council meeting.

### 18.10.08 **Noted:**

- 8.1 Main Playground Inspection report (*Cemetery Road, circulated*). Cllr Barton reported that following information reported to the Clerk, the double gates adjacent to the self-closing child gate had been removed and secured away from the park until work could be carried out. The work required was identified by the meeting as a priority as without the gates dogs could access the play area, and children egress it.
- Roger Merry had inspected the work required and identified that the post to support the double gates on the right-hand side may also require replacement. The meeting asked the Clerk to contact the play area installers, Miracle, with respect to remedial work to the Oak posts in the children's fort area surrounding the slide which were rotting away.
- 8.2 8.2.1 Teen Project and Games Area Inspection report (*circulated*).  
8.2.2 Report from site visit Cllr Barton and R. Merry – see 8.1 above
- 8.3 Bury Road Playground Inspection report (*circulated*)

### 18.10.09 9.1 **Noted:**

That this matter had been dealt with under 7.1.

### 18.10.10 **Noted:**

An oral report from John Norton advising that the new benches in the memorial garden had become contaminated with bird guano.

### 18.10.11 **Noted:**

An oral report from John Norton advising that the boundary wall at the Churchyard, which the Parish Council had agreed to contribute to, had been completed. The meeting asked the Clerk to chase the invoice in respect of this work on confirmation that it had been completed to their satisfaction.

**EC262**

18.10.12 **Noted:**

Six Acres – no action was determined.

18.10.13 **Noted:**

Village Greens – that a tree was encroaching onto Genesis Green which needed cutting back and some attention to the bench was required. It was reported that some weeding was necessary on the Traffic Island and vegetation required cutting back around some directional signs to improve visibility. Cllr Jolland queried whether a working party might be established to address some of these issues. The meeting asked the Clerk to add this to the next agenda.

18.10.14 **Noted:**

That because the meeting was not quorate consideration of a request from Wickhambrook Outdoor Bowls Club for the inclusion of maintenance (banks and hedges, excluding the green itself) in the Parish Council contract (circulated) be considered at the next meeting of the Parish Council.

18.10.15 **Noted:**

The following when any other Council business for information, to be noted or for inclusion on a future agenda was invited:

- 15.1 The meeting asked the Clerk to add consideration of cemetery fees and charges to the agenda of the next Estates Committee meeting.
- 15.2 The meeting asked the Clerk to investigate alternate meeting nights for the Estates Committee.

18.10.16 **Noted:**

That the scheduled date for the next meeting was Thursday 6<sup>th</sup> December beginning at 7:30pm in the Memorial Social Centre Pavilion.

18.10.17 **Noted:**

That the meeting closed at 8:48pm.