

# Wickhambrook Parish Council – Estates Committee

## SUMMONS TO COUNCILLORS

You are hereby summoned to attend an ordinary meeting of the Wickhambrook parish Council Estates Committee on Thursday 5th February at 7:00pm in the Pavilion, Wickhambrook Memorial Social Centre

### **MEMBERS OF THE PUBLIC**

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

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### AGENDA

- 26.02.01 Apologies for absence to be noted or approved:
- Mr Roger Medley – Personal circumstances
  - Mrs Mary Jolland – Personal commitment
- 26.02.02 To receive any Members' Declarations of Disclosable Pecuniary Interest or Other Registerable Interests in subsequent Agenda items and to note any additions and/or deletions to the Council's Register of Interests.
- 26.02.03 Proposal:**  
**That the Minutes of the Estates Committee meeting held on 6th November 2025, as tabled, be agreed as a true record**
- 26.02.04 Public Forum – **(Open Session)**<sup>1</sup>.  
To receive comment or question on any Agenda item or matter of concern from those members of the public present
- 26.02.05 To note the following correspondence received to this meeting not dealt with as an Agenda item or in the Clerk's report:
- 5.1 Lay Member – Local Walks had not been added to .gov.uk website
  - 5.2 Treasurer – WOBC – Funds from Wickhambrook Outdoor Bowls Club
  - 5.3 Suffolk Tree Surgery – template letter re coppicing of hedge at Meadows
  - 5.4 Local Resident – enquiry re cemetery records.
- 26.02.06 To note decisions of the Parish Council at its November and January meetings (tabled and circulated as **WPC.EC.26.02.01**) and dates of Estates Committee meetings for 2026:  
Thursday 9th April (n.b. this is a week later than usual)  
Thursday 4th July,  
Thursday 3rd September  
Thursday 5<sup>th</sup> November
- 26.02.07 To receive and discuss any report to this meeting from Portfolio Holders or other agencies and to take action as appropriate.
- 7.1 Parish Assets (defibrillator) **Cllr A Grimes**
  - 7.2 Environment & Sustainability **Mrs M Jolland**
  - 7.3 Footpaths officer report **Mr R. Medley**

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<sup>1</sup> The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.

## Wickhambrook Parish Council – Estates Committee

7.4	Tree Warden's report	vacancy
7.5	Youth Facilities	<b>Cllr Karunaratne</b>
	7.5.1 Main Playground	
	7.5.2 Teen Project and Games Area	
	7.5.3 Zip Wire	
	7.5.4 Bury Road Playground	<b>Cllr K Grimes</b>
7.6	Six Acres	<b>Cllr M Lavelle</b>
7.7	Cemetery and Churchyard Safety Reports	<b>Cllr A Grimes</b>
7.8	Village Greens Report	vacancy

**26.02.08** To receive any report from the Parish Clerk and to take action as appropriate.

8.1 To note an update on current Estates Issues (tabled and circulated as **WPC.EC.26.02.02**) and take action as appropriate.

**Recommendation:**

**Authorise cost of a replacement lock for Chapel of Rest to BS3621 or superior at not more than £200.00 plus VAT (installed).**

8.2 To note the actions agreed under the 3 year plan considered by the parish council in setting its budget for the next financial year (2026/27), the approved budget for the next financial year and proposed schedule of works for the Estates Committee (tabled and circulated as **WPC.EC.26.02.03**) and take action as appropriate.

8.3 To note that Everflow has advised that Anglian Water may increase water supply charges by 11% from 1<sup>st</sup> April.

26.02.09 To note an update on play area inspections (tabled and circulated as **WPC.EC.26.02.04**) and take action as appropriate.

**The Committee authorise the cost of purchasing a Dumpy Bag of Topsoil for levelling and spreading as necessary in the Children's Play area at the Recreation Ground, at a cost of £170.00.**

**26.02.10** To consider a proposal for authorising the costs of purchase and installation of two new parish noticeboards arising from recent grant funding (tabled and circulated as **WPC.EC.26.02.05**) and take action as appropriate.

**Proposal: Cllr Karunaratne**

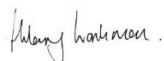
**The Estates Committee purchase two parish noticeboards, at a cost of not more than £1500 plus VAT.**

26.02.11 Any other Council business for information, to be noted or for inclusion on a future agenda.

26.02.12 To note the scheduled date for the next meeting is 9<sup>th</sup> April 2026 in the Pavilion, Wickhambrook Memorial Social Centre

26.02.13 Close of meeting.

Published & posted



**Hilary Workman**

**Clerk & RFO to the Council**

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