

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 3rd September 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.

AGENDA

- 26.09.01 Apologies for absence to be noted or approved:
- Mrs Mary Jolland – Personal commitment
 - Mrs Deb Moir - Personal commitment
- 26.09.02 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.
- 26.09.03 **Proposal:**
That the Minutes of the Estates Committee meeting held on 2nd July 2026, as tabled, be agreed as a true record
- 26.09.04** Public Forum – (Open Session)¹.
To receive comment or question on any Agenda item or matter of concern from those members of the public present
- 26.09.05 To note the following correspondence received to this meeting not dealt with as an Agenda item or in the Clerk's report:
- Cllr A Grimes – fly tipping report
- 26.09.06 To note decisions of the Parish Council at its July meetings (tabled and circulated as [**WPC.EC.26.09.01**](#))
- 26.09.07 To receive and discuss any report to this meeting from Portfolio Holders or other agencies and to take action as appropriate.
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| 7.1 | Parish Assets (defibrillator) | Cllr A Grimes |
| 7.2 | Environment & Sustainability | Mrs M Jolland |
| 7.3 | Footpaths officer report | Mr R. Medley |
| 7.4 | Tree Warden's report | Mrs Deb Moir |
| 7.5 | Youth Facilities | Cllr Karunaratne |
| | 7.5.1 Main Playground | |
| | 7.5.2 Teen Project and Games Area | |
| | 7.5.3 Zip Wire | |
| | 7.5.4 Bury Road Playground | Cllr K Grimes |
| 7.6 | Six Acres | Cllr M Lavelle |
| 7.7 | Cemetery and Churchyard Safety Reports | Cllr A Grimes |
| 7.8 | Village Greens Report | Mrs Deb Moir |

¹ 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.

Hilary Workman, Clerk & RFO to the Council

3 Farriers Close, Great Barton, Bury St Edmunds, IP31 2FP;

Telephone: **07508 039810** Email: **parishclerk@wickhambrook.org.uk**

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- 26.09.08 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.26.09.02](#)) and take action as appropriate.
 - 8.2 To note work to parish trees scheduled for late July to be completed late August.
 - 8.3 To note that a purchase order for the installation of the two new parish noticeboards and replacement bin has been issued to R H Landscapes.
 - 8.4 To note that work scheduled for the September volunteer morning to included raising crowns of trees over FP25 and 26.
 - 8.5 Cut and Collect of the Wildlife Areas has been completed.
 - 8.6 Following a suggestion raised at July's Full Council Meeting, the Clerk contacted the Highways Community Liaison Officer for advice on appropriate planting of Nunnery Green which would also contribute as a Sustainable Drainage System (SuDS).
 - 8.7 The clerk has written to the former football clubs requesting an indication of their preferred option with respect to the shipping container located at Six Acres.
- 26.09.09 To note an update on the designated wildlife area between the Tennis Courts and Bowling Green at Six Acres (tabled and circulated as [WPC.EC.26.09.03](#)) and take action as appropriate.
- 26.09.10 To note an update on play area inspections (tabled and circulated as [WPC.EC.26.09.04](#)) and take action as appropriate.
- 26.09.11 To consider an update on parish lands (tabled and circulated as [WPC.EC.26.09.05](#)) and take action as appropriate.
- Proposal: Cllr Karunaratne**
Authorise the cost of work to clear the ditch to the back of the Bowling Green at a cost of not more than £2100 plus VAT
- 26.09.12 To consider a request from a local business to use Six Acres as a departure and landing point for Hot Air Ballooning (tabled and circulated as [WPC.EC.26.09.06](#)) and take action as appropriate.
- 26.09.13 To consider a briefing note in respect of proposals by a landowner for improvements to access on FP30 (tabled and circulated as [WPC.EC.26.09.07](#)).
- 26.09.14 Any other Council business for information, to be noted or for inclusion on a future agenda.
- Planting of new trees to support wildlife adjacent to the path leading to Chapel of Rest
 - Review of Estates budgets and draft 3 year plan
 - Review of cemetery regulations, fees & charges
- 26.09.15 To note the scheduled date for the next meeting is 5th November 2026 in the Pavilion, Wickhambrook Memorial Social Centre
- 26.09.16 Close of meeting.

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Clerk & RFO to the Council

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