

PARISH MAINTENANCE WORKING PARTY

NOTE OF THE MEETING HELD ON MONDAY 16 OCTOBER AT 4PM

Present: Keith Rudge (Warden), Tim Stebbing (Litter Picker), Barry Deville (St George's Allotment Association), Cllrs Clark, Gatward, Norman and Travis (Chair)

1. **Apologies:** Cllrs Buxton, Hales and Sherwen
2. **Agreement to note of the last meeting on 11 September 2017.** The note was agreed as drafted.
3. **Maintenance Jobs/Capital Equipment List for Financial Planning**
Members agreed to meet Monday 23 October to discuss the consolidated list.
Action: JN to draw together all ideas submitted so far. JH to send items relating to the Hub to JN.
4. **Cemeteries**
 - Missing signage: Awaiting proposal from MS.
 - Planting plans: KR confirmed that trees which are the responsibility of Granary have been marked with white paint.
 - Green burials. **Action: RG to liaise with MS on summary of past discussions.** KR reported that Granary still has a connection into the New Road Cemetery tap. This needs to be removed. **Action: The Clerk to write to Granary.** KR noted that the temporary fence around the site nearest to the cemetery entrance makes it difficult for hearses to enter. If there is a burial the Clerk needs to ask for the fence to be moved back.
5. **Allotments**
 - Leaking tap and water leaks. JT clarified what needs to be done. **Action: JT to send details of installer to BD/JH.**
 - Allotment rents. BD confirmed that the new system is working well.
 - Level of future rents. **Action: BD to seek views on what improvements are needed at the next committee meeting.**
 - Tactics for non-maintained plots. **Action: BD and KR to check which plots have been strimmed.**
 - General maintenance. RG will supply the trees. BD confirmed that the Allotment Society will buy and plant hedging whips. The state of the path outside the Grays site was discussed. **Action: JT to add to the jobs list.**
 - Ownership of land to rear of allotments. Members agreed that there is no need to consider expanding the allotment site so this will not be pursued further.
 - Turn off of taps for winter. **Action: BD will raise at the next committee meeting and tell KR when it can be done.**

6. List of outstanding jobs

- 2. RG has told KR what needs doing in All Saints Churchyard.
- 3. KR to check when village sign will be returned.
- 5. It was agreed that the fence does not need to be replaced. **Action: KR to examine state of fence with a view to removing anything which is dangerous or looks untidy.**
- 5A. Members thanked TS for his comprehensive gully survey. **Action: JH to follow up with Highways.**
- 10A. Quotes to be taken to the PC for a decision on who will repair the fence around the Littlehands Oil tank. Recommendation is MD Landscapes. Action: The Clerk
- 13. Members agreed that the dead limbs should be removed from the tree on the New Recreation Ground on H&S grounds. **Action: Clerk to obtain a second quote before the decision is referred to the PC.**
- 14. **Action: KR to look at toilet in Pavilion**
- 16A Chess table re-installation. One of the quotes received did not meet the PC's specification and was set aside. Members agreed the remaining 2 should be put to Council for a decision. **Action: The Clerk**
- 17. Members agreed that the quotes should be put to Council. Recommendation is Carter's. **Action: The Clerk.** Members agreed that in the longer term, railings are not needed. The Boardwalk has another 5-10 years' life but the Council should consider setting a sum aside each year for its eventual replacement.
- 23. **Action: The Clerk to ask Cambridge Asbestos to inspect the tiles at the allotments and advise if they are asbestos. If they are, to give a quote for removal and disposal.**
- 39 .Quotes for removal of dead moss have been obtained (£480 minimum). **Action: The Clerk to notify the volunteer organising company that this is a job which their volunteers could undertake.** If this does not happen, volunteer Councillors will do the work.
- 40. This item now covers the Jubilee Orchard rather than Stockbridge Meadows. Re-affirmed the need to maintain the number of trees at 50. Action: **This should be added to the list for the Precept.**
- 43. The Land Registry does not have a record of an owner for the land opposite the Black Horse. Members agreed that the PC should adopt as it is maintaining the land. **Action: The Clerks**
- 48. The broken safety post is the responsibility of Highways. **Action: Clerk to notify Highways.**
- 50. Dead tree in Medcalfe Way is the responsibility of the District Council. **Action: JH to bring to their attention.**
- An additional concern was raised by TS. The wall along the High Street at Leech and Sons is potentially unsafe. TS has raised it with the owner but

no action has been taken. **Action: TS to give the Clerk details and the Clerk to write to Leech and Son asking them to repair the wall.**

7. AOB.

- A strategy for leaf clearance will be discussed at the next meeting.
- KR noted that with the new Warden arrangements a total of 14 man hours will be lost.

8. Date of next Meeting. Monday 23 October 2017 at 10am. Venue to be confirmed.