

PARISH MAINTENANCE WORKING PARTY

MONDAY 4 DECEMBER 2017

Present: Barry Deville, Keith Rudge, Dennis Bartle, Cllrs Clark, Gatward, Norman, Sherwen and Travis (Chair). A member of the public attended to discuss the Sausage Sizzle.

1. **Apologies:** Cllr Buxton and Tim Stebbing. Cllr Hales has resigned from the Working Party.
2. **Agreement to the notes of previous meetings.** The notes of the meetings held on 16 October, 23 October and 13 November 2017 were agreed and can put published.
3. **Election of Vice Chair.** Cllr Clark was proposed by Keith Rudge and seconded by Cllr Sherwen. He was elected unanimously.
4. **Current Issues.**
 - **Sausage Sizzle.** Mrs Morland proposed holding a 'Sausage Sizzle' between 12 and 2pm on Boxing Day in Stockbridge Meadows. For this year, attendance would be by invitation only but if successful, the event could be publicised next year. All present agreed to a trial run and practical details were agreed. **Actions: Mrs Morland to notify residents of Stockbridge Meadows and invite them to attend. JT to notify Councillors and staff and invite them to attend.** Mr Deville is also invited.
 - **Emptying of dog bins on The Moor.** Cllr Clark had met a representative of SCDC to discuss the refusal of an SCDC operative to continue to empty the bins. The issue was resolved and the service will continue. The WP thanked Dennis for emptying the dog bins in the intervening period and Graham for sorting it out. The broken rubbish bins at Littlehands will also be replaced. Moving a dog bin to the gate at Littlehands was discussed. **Action: KR to see if he has a spare dog waste bin.**
 - **Littlehands.** The on-going failure of Littlehands to sign the new lease was noted. **Car Park.** **Action: GC to obtain quotes for the necessary repair work to be included in the Precept for 18/19.** **Building Exterior.** JT and GC's survey of the fabric of the building was noted and passed to the Assets Working Group. The maintenance work will be progressed as funds become available.

- Hub Safety Rail. The vice chair GC chaired this item and JT did not participate due to conflict of interest. The estimate has been included in the Precept for FY 18/19.

5. Cemeteries.

- Revised fee structure. To be discussed with Clerk.
- Enforcement of lawned cemetery at New Road. The Parish Council agreed that NR cemetery is a lawned cemetery and this is made clear in the documentation. A family has acknowledged this in writing but continues to plant on a grave. **Proposal:** Exceptions will not be made for individual graves. The Clerk to write to the family explaining that turf will be laid in the spring and at that point any plants on the grave will be potted up and returned to the family. Proposed by Cllr Norman, seconded by Cllr Sherwen. Agreed unanimously. **Action: JT to draft a letter for the Clerk to send**
- Missing signage. The following wording was agreed:
Melbourn Parish Council
No public right of way; no games; No dogs except assistance dogs.
Please respect this request
By Order of Melbourn Parish Council
The cost is £48 and will be actioned through the Clerk's action. Because the wording says by order of MPC, this needs to be agreed by Council
Action: JN to draft a letter for Clerk to send
MS and Wardens to agree where to put the signs
- Green Burials. JT, MS and GC will discuss outside these meetings.

6. Allotments.

- Water. The quote to fix the leak was approved by Council on 23 October. It was agreed that KR should turn the water off now for winter.
- Rents. Arrangements for collecting insurance working well.
- Non-maintained Plots. It was agreed that unoccupied plots need to be let. An article is needed for Melbourn Magazine. **Action: who??**
- Bins for chippings. BD made a request for bins or other containment for deliveries of chippings as they spread. **Action: JT to go and assess**

7. List of Outstanding Jobs.

It was agreed that the volunteer article would be submitted to the next edition of Melbourn Magazine. **Action: JN to circulate**

It was agreed that jobs would be removed from the list once they had been referred on the District Councillors/District Council.

Jobs 3, 5, 9, 13, 19A, 35, 37, 48, 55, 56, 58, 59 and 60 were removed from the list, the WP having completed their role.

9A. Wardens to remove damaged picnic benches

17 Wardens to decide if replacement of some boardwalk slats needs to be added to job of replacement rails.

23 Clerk to obtain quotes for testing of material to see if asbestos (**Action: will need a specification for no tests and sampling**) and removal.

39 DB will make a wire broom and test out.

40 The greengage tree will be bought and planted when in stock at Phillimore's.

46 To go to PC in January assuming quotes obtained.

51 Clerk to obtain quote for a trim of hedge at Grays allotment – trim rather than back to trunks.

54 Need confirmation of whether CL has found family to notify of removal of self seeded holly on a grave.

RG noted that the grass in Stockbridge Meadows will need a biennial cut.

Action: KR to look at maintenance plan and see when the cut is due.

KR reported that the fence posts at the cross are **not** set in concrete.

8. Date of next meeting: Monday 15 January at 4pm