

PARISH MAINTENANCE WORKING PARTY

MONDAY 11 JUNE 2018 AT 2PM

Present: Barry Deville, Rosemary Gatward, Dennis Bartle, Tim Stebbing and Councillors Clark, Norman, Sherwen and Travis (Chair)

1. **Apologies for Absence:** Simon Crocker and Keith Rudge
2. **Agreement to note of last meeting:** The note was agreed as drafted. **Action: JT to pass to the AC for publication.**
3. **New Maintenance Contracts.** Some teething problems have been sorted out and the paperwork for 2 contracts completed.

4. Current Issues

- Oak fencing at The Cross. The WP **agreed** that the fencing and repaving should both be completed in time for Remembrance Day 2018. It was also agreed that any sound wood from the fencing should be re-used at 83 High Street. This work is not included in the fencing quotes and the wardens to consider whether they can carry it out.
- Community Chest Grant. The application has been submitted.
- Fly Tipping on Leased Land. The tenant has been reminded to keep the land clear. For the land at the back of Worcester Way, it was agreed to develop a 'wild play area'. **Action: TS to put together a proposal.**
- Quotes for Wardens' Equipment. The quotes for the pressure washer to be considered at the 25 June PC meeting. Wardens' recommendation is the internet purchase. A water container will have to be a separate purchase. Quotes for a replacement Brushwood Shredder are still in progress.
- Hub Fire Audit. Fire regulations have changed since the Hub was built and there will need to be some upgrading. The Clerk has proposed carrying a broader audit on other PC-owned buildings.

5. Cemeteries

- Lawned nature of NRC. SC is taking advice from the Institute of Cemeteries and Crematorium Management (ICCM) about how to enforce this. *Post meeting note: JT inspected the site with MS, CL and DB. The grave is not being looked after, with all flowers dead and un-watered. Only a small proportion of the re-turfed plot has been returned to soil (about 20%). Maybe a diminishing problem?*
- Headstone bases delivery/Quotes for Soil Store Emptying. Quotes are needed for ORC and NRC separately. Herts & Cambs. have also quoted to do this.
- Vacant Plot at ORC. Funeral Directors have been advised.

6. Allotments

- Asbestos. BD has searched the allotments for any further asbestos. Some found and will be added to the second lot for removal.
- Water tap with low pressure. Completed.

- Charges for untended plots. The WP **agreed** to recommend to Council that plot holders should be charged for any work to the plot if they do not work the plot within 2 months. **Action: AC to amend the Terms and Conditions and thank the person who suggested this.**

7. List of Outstanding Jobs

- No 2. Picnic tables at Stockbridge Meadows. A table has been damaged by having a BBQ. **Action: (i) DB to spray the surface with paint. (ii) SC to mention vandalism in his next Melbourn Magazine piece.** It was agreed that the best solution is to provide a place to put BBQs safely. **Action: TS to research.**
- No 5. Chess table. This has been re-instated.
- No 7 Rospa playpark inspection. The 2018 inspection picked up an issue with the 'small whirling platform' at the Moor. Wicksteed has been consulted and advised that a risk assessment should be carried out and the smp should be inspected regularly by the Wardens. Wicksteed is not aware of any accidents relating to fingers becoming stuck in a swp. **Action: SC to place RA on file and amend the inspection schedule as necessary.** The WP recommends that a replacement for the swp is purchased in the next 3-5 years unless the gap widens.
- No 15 Dampness at Littlehands. This seems to be due to creeping moisture as the door was not installed properly. This will be addressed as part of the wider work needed on Littlehands.
- No 22 Other work at Littlehands. Quotes received.
- No 23 ASB at Stockbridge Meadows. TS reported a reduction in drug paraphernalia since the PCSO visits.
- No 33 Handrail at Hub. This is not needed. The Hub is DDA compliant.
- No 35 Damage to Old Rec following Fair. **Action: AC to clarify whether the Fair signs an agreement about making good any damage. SC to write and ask fair to fund remedial work.**
- No 41 Blocked road gullies. **Action: SC to write to District Councillors asking them to put pressure on SCDC to clean the gullies (post 30June/1 July).**
- Church Walk overgrown. **Action: DB to see if he can trim it.**

8. AOB

- The Bowls Club has asked if the tree at the Play park can be cut back. **Action: SC to check whether there is a TPO or if it is in the Conservation Area.**
- Clarification is needed as to whether the hedge along the path from Back Lane to Royston Road is the PC's responsibility.
- The path along the edge of The Bury closest to the village is very overgrown by turf. **Action: DB to clear a small section and assess the state of the path underneath**
- Wardens to clear ivy from the poplar trees out of the village on Royston Road.
- RG suggested that the PC should develop a list of road names to suggest to developers over the coming years eg Sunrise View and one that remembers Uncle Bob.

9. **Date of Next Meeting.** This is the last meeting of the Working Party. The first meeting of the Maintenance Committee will be Friday July 13th 2018 at 10am