

PARISH MAINTENANCE WORKING PARTY

MONDAY 14 MAY 2018 AT 2PM

Present: Barry Deville, Dennis Bartle, Cllrs Clark, Norman, Sherwen and Travis (Chair), and Simon Crocker (Clerk)

1. **Apologies for Absence:** Cllr Buxton, Keith Rudge and Tim Stebbing.
2. **Agreement to the last Meeting Note:** The note was agreed as drafted. **Action: JT to pass to the AC for publication.**
3. **Invitations to quote – status.** The PC had agreed to the WP's recommendations. The 3 preferred bidders have accepted verbally. All agreed that the preferred bidder for the General Maintenance contract, as a new contractor for the Council, needs to visit the work sites before the contract is signed. DB or KR will accompany them.
4. **Current Issues.**
 - Oak fencing at The Cross. **Action: SC to obtain clarification that the original quote from March 2016 covers both sides of Station Road and whether the quote itself is still valid. The quotes can then go to the full PC in June.**
 - Community Chest application for re-paving the War Memorial. JT confirmed that the area is 22 m². The prices for the different materials are: Indian sandstone - £40/m²; York stone - £100/m²; and granite - £50-60/m². It was agreed that granite will be used. **Action: JN to complete application form.**
 - Quotes for Wardens' replacement equipment. It was agreed that quotes from the internet are needed to compare with the cost of buying locally.
 - Land Registration. It was agreed not to pursue seeking PC ownership of the land to the rear of Armingford Crescent as the PC should be not be taking actions which increase demands on its maintenance budget. **Action: SC to contact current lessee to request they keep it maintained.**
5. **Cemeteries.**
 - MS Cemeteries report. DB reported that the recommended actions are in hand. The seat on the mound in NRC will be cleaned when the power washer has been purchased. **Action: DB and MS to agree what work is needed at the soil stores at ORC and NRC, and 2 quotes will then be obtained.**

- Hedge in ORC. It was agreed to revisit the decision on whether to remove the hedge between the 2 areas of ORC in the autumn. Consultation with the parish would be needed before any action is taken.
- Selling on of unoccupied plot in ORC. It was agreed that the PC should buy back the plot as requested. **Action: AC to notify funeral directors that a plot is available in ORC** and it will be allocated on a first come, first served basis.

6. Allotments

- Tap with low pressure. **Action: BD to confirm location of tap to DB.**
- Unattended bonfire. A complaint was made to the Clerk about a bonfire left unattended. **Action: BD will put up a notice at the allotments reminding plot holders to attend bonfires.**
- Asbestos. It was agreed that the additional asbestos must be removed. **Action: BD to check there is absolutely no more asbestos to remove.** If that is the case the quote can go to the June PC meeting for approval.
- Charge for untended plots. This is to be an agenda item for the next WP meeting.

7. List of Outstanding Jobs

No. 1 Grass cutting at Cambridge Road. It was agreed that no further action needs to be taken on levelling the verges as the contractor can now cut them.

No.5 Chess Table re-instatement. **Action: SC to chase contractor so it is completed before the fete on 23 June.**

No. 6 Boardwalk at Stockbridge Meadows. KR has completed survey and it is not a H&S issue in his view. **Action: Obtain 2 quotes with either KR or DB there to explain to contractors exactly what is needed.**

No.7 Work from playparks inspection. Completed.

No. 12 Ivy at Gray's Allotments. This has been treated with weedkiller and may need a second application.

No. 14 Littlehands Drains. **Action: to be considered at June PC meeting.**

No.19 Trip hazards in car park. Risk Assessment completed. **Action: DB/KR to paint ends of sections. SC to write to complainant to report on action taken.**

No. 20 Turfing of graves. It was agreed that at least 6 months would be allowed to elapse before relatives are asked to remove any plants/ornaments. **Action: DB/KR to identify any graves where 6 months has elapsed and the AC to write to relatives.**

No 26 Mower spares. Complete.

No 29 Detectorist Agreement. Agreed by PC and applicant has signed.

No 32 Replacement trees in Back Lane. **Action: SC to instruct CCC to propose the species and to replace as close to the same place as possible.**

8. AOB

- Changes to frequency of Warden checks. It was agreed that this should be referred to the Finance and Good Governance Committee.
- Daffodil foliage. It was confirmed that the contractor has been instructed to leave daffodil foliage until it is dying back before cutting. This is included in the contract.

9. Date of next meeting: Monday 11 June 2018 at 2pm