

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
Melbourn Parish Council
Melbourn Community Hub
30 High Street
Melbourn, SG8 6DZ

E-mail: parishclerk@melbournpc.co.uk

Telephone: 01763 263303

<http://melbournparishcouncil.co.uk>

13 September 2019

Dear Councillor

You are hereby summoned to attend a meeting of the Maintenance Committee to be held on Thursday, 19 September 2019 at 09.00am in Melbourn Community Pavilion for the purpose of transacting the following business:

Dear Non-Cllr Committee Member

You are invited to attend a meeting of the Maintenance Committee to be held on Thursday, 19 September 2019 at 09.00am in Melbourn Community Pavilion for the purpose of transacting the following business:

To Members of the Public and Press

You are invited to attend a meeting of the Maintenance Committee to be held on Thursday, 19 September 2019 at 09.00am in Melbourn Community Pavilion for the purpose of transacting the following business:

Simon Crocker

Simon Crocker, Parish Clerk to the Parish Council.

AGENDA

MA052/19 To receive and approve apologies for absence

MA053/19 To receive any Declarations of Interest and Dispensations

MA054/19 To approve the minutes of the Maintenance Committee Meeting held on 15 August 2019

MA055/19 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Maintenance Committee – 3 minutes per item)

MA056/19 Finance Matters:

- a) To receive a finance report on expenditure within the committee's remit.
- b) To consider a report on water bills for Parish Council Assets
- c) To consider the purchase of a chainsaw and provision of relevant training

MA057/19 Conservation Matters:

- a) To consider a report on water levels in the River Mel

MA058/19 Governance Matters:

- a) To receive the weekly inspection reports and consider any necessary actions
- b) To consider any updates on vandalism in the Parish
- c) To consider a request to hold a 'sausage picnic' in the Millennium Orchard

MA059/19 Cemetery Matters: To receive any updates and consider actions

MA060/19 Village Maintenance Matters:

- a) To consider a quotation for felling of trees in All Saints Churchyard
- b) To consider the need for herbicide spraying in All Saints Churchyard
- c) To consider quotations for repairs to the zip-wire in Clear Crescent Playground
- d) To consider the need for herbicide spraying in Clear Crescent Playground
- e) To consider a report on the location of bollards in Clear Crescent Playground
- f) To receive an update on the Parish Clock
- g) To consider quotations for the reduction of an overhanging tree in Beechwood Avenue

MA061/19 Allotment Matters: To receive any updates and consider actions

MA062/19 Stockbridge Meadows Matters:

- a) To consider replacing trees in the Orchard area
- b) To receive any other updates and consider actions

MA063/19 Pavilion Matters:

- a) To consider measures to protect heating controls and compressor switches
- b) To consider a quotation for an annual Legionella Risk Assessment
- c) To receive any other updates and consider actions

MA064/19 Littlehands Matters: To receive any updates and consider actions

- a) To consider a quotation for repairs to doors
- b) To consider a quotation for a drain patch

MA065/19 Outstanding Maintenance Issues: To consider the status of the jobs spreadsheet

MA066/19 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA067/19 To note date of next meeting: 17 October 2019