

MELBOURN PARISH COUNCIL

Clerk: Simon Crocker
Melbourn Parish Council
Melbourn Community Hub
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15 November 2019

Dear Councillor

You are hereby summoned to attend a meeting of the Maintenance Committee to be held on Thursday, 21 November 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, 21 November 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, 21 November 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

- MA068/19 To receive and approve apologies for absence**
- MA069/19 To receive any Declarations of Interest and Dispensations**
- MA070/19 To approve the minutes of the Maintenance Committee Meeting held on 03 October 2019**
- MA071/19 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)**
- MA072/19 Co-option:** To consider co-opting members of the public to the Committee
- MA073/19 Finance Matters:**
 - a) To consider a finance report on expenditure within the committee's remit.
 - b) To consider a report on Pocket Park Grant funding
- MA074/19 Conservation Matters:**
 - a) To consider the latest hydrology report
 - b) To receive any other updates and consider actions
- MA075/19 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 an offer of free trees from the Woodland Trust
- MA076/19 Cemetery Matters:**
 - a) To consider a report on parking at New Road Cemetery
 - b) To consider a report of an overgrown tree at Orchard Rd Cemetery
 - c) To consider the location within New Rd Cemetery for the memorial stone at 83 High St
 - d) To receive any other updates and consider actions
- MA077/19 Village Maintenance Matters:**
 - a) To consider an update on trees in All Saints Churchyard
 - b) To consider a quotation for remedial works to the hedge adjacent to the Old Rec
 - c) To consider a quotation for remedial works to trees opposite Melbourn Science Park
 - d) To consider a quotation for remedial works to a tree at 83 High St
 - e) To consider a report on lighting adjacent to the Bowls Club
 - f) To consider an update on Clear Crescent Playground

MA078/19 Allotment Matters: To receive any updates and consider actions

MA079/19 Stockbridge Meadows Matters:

- a) To receive an update on replacement trees in the Orchard area
- b) To consider the provision of signage
- c) To receive any other updates and consider actions

MA080/19 Pavilion Matters:

- a) To consider a quotation for pest control at the New Rec
- b) To consider actions identified in the Legionella Risk Assessment
- c) To consider the details of proposed external redecoration
- d) To receive any other updates and consider actions

MA081/19 Littlehands Matters: To receive any updates and consider actions

- a) To consider an update from Cllr Clark
- b) To consider quotations for repairs to doors

MA082/19 Outstanding Maintenance Issues: To consider the status of the jobs spreadsheet

MA083/19 New Maintenance Issues: To consider Maintenance issues arising since last meeting

MA084/19 To note date of next meeting: 16 December 2019 (if required)