

## MELBOURN PARISH COUNCIL - MAINTENANCE COMMITTEE

(District of South Cambridgeshire)

**A meeting of this Committee was held on Thursday, 17 January 2019 at  
Melbourn Community Pavilion, The Moor, Melbourn at 09:00**

**Present:** Cllrs Travis (Chair), Cllr Norman, Cllr Clark, Cllr Barnes, Cllr Wilson, B Deville  
**In attendance:** S Crocker - Parish Clerk, C Littlewood, Assistant to Parish Clerk, K Rudge, D Bartle, T Stebbing  
**Absent:** None

**MA042/18 To consider dates of future meetings**

The Chair varied the order of the Agenda to consider dates for meetings of the Maintenance Committee. Future meetings to be held at 09:00 on the third Thursday of the month at the Pavilion. Agenda to note disabled access to the Pavilion

**MA028/18 To receive and approve apologies for absence**

Apologies were received from Cllr Stead and R Gatward

**MA029/18 To receive any Declarations of Interest and Dispensations**

There were no declarations of interest and no requests for dispensation

**MA030/18 To approve the minutes of the Maintenance Committee Meeting held on 14 November 2018**

It was:

**RESOLVED** that the minutes of the Maintenance Committee meeting held on 14 November 2018 be approved as a correct record and duly signed by the Chair.

*Proposed by Cllr Clark, seconded by Cllr Norman – All in favour.*

**MA031/18 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)**

There were no members of the public in attendance

**MA032/18 Finance Matters:** To receive a monthly finance report on expenditure within the Committee's remit.

The monthly finance report was considered and noted that expenditure was currently below expected levels.

The report was **Noted**.

It was noted that the Grass Cutting Contract is to be reviewed at the end of the first year. Current contractor to be requested to provide regular invoices in a format to be provided by the Parish Office.

**ACTION** – Parish Office to provide template to contractor with a request for monthly invoicing

**MA033/18 Allotment Matters:** To receive updates and consider actions.

**a)** To consider a report on water usage.

Noted that recent water bill was 10 x higher than previous bills. Allotment Association to address this at AGM on 19 February. Allotment holders to be made aware of the increase with a request to avoid excessive water usage. Future high water costs may have to be passed on to allotment holders.

- b) To consider removal of waste material

Reports of flying tipping at the allotments and also the adjacent orchard (although the owner of this land is unknown). Wardens and BD will dispose of fly tipping on the allotments. Allotment Association to supply a sign requesting gate to the allotments is kept closed.

Discussion as to how to deal with remaining asbestos-type material on various plots.

**ACTIONS:**

- Assistant to the Clerk to revisit Allotment Rental Agreement to clarify that hazardous materials will be removed from the area.
- Cllr Wilson to provide details of testing kits for suspect material

It was:

**RESOLVED** to obtain quotes for large scale removal of asbestos and also to obtain kits to test the material.

*Proposed Cllr Barnes, seconded Cllr Clark – All in favour.*

- c) To receive any other updates and consider actions

**ACTION** Assistant to the Clerk to obtain 2 quotes for cutting back the tree at the entrance to the allotments.

**MA034/18 Cemetery Matters:**

- a) To consider a quote to remove the dividing hedge in Orchard Road Cemetery.

Noted that no comments had been received from members of the public in response to the posters displayed in the cemetery. Noted that the hedge is of poor quality and roots would need to be removed if the ground is to be used for additional burial space. The wildlife impact was considered but the vegetation in this formal cemetery setting was considered best removed.

**ACTION** Assistant to Clerk to obtain a further quote to remove the hedge.

It was:

**RESOLVED** to obtain a second quote for removal of the hedge in Orchard Road Cemetery with delegated authority to the Parish Clerk to make a decision on awarding the work to ensure the work is carried out before the nesting season.

*Proposed by Cllr Norman, seconded by Cllr Clark – All in favour*

- b) To receive any other updates and consider actions

**ACTION** the Clerk to arrange a visit to New Road Cemetery

It was noted that there is no litter bin in New Road Cemetery.

It was:

**RESOLVED** for Clerk to use his discretion to purchase a bin for installation at New Road Cemetery.

*Proposed by Cllr Clark, Seconded by Cllr Wilson – All in favour.*

**MA035/18 Pavilion Matters: To receive updates and consider actions**

It was noted that comments had been received that the building is difficult to locate. Suggestion made as to a sign directing users to the building be placed at the bottom of the drive from The Moor.

**ACTION:** Parish Office to purchase a sign under delegated authority to the Clerk.

- a) To consider implementing protective measures for external compressor switches  
**ACTION** wardens to secure the external switches.
- b) To receive a progress update on quotations for pavilion drainage work.  
 The quote from Dynorod was considered.

It was:

**RESOLVED** to accept the single quotation from Dynorod for £2,591 plus VAT on the basis of Dynorod's service supply history and the urgency of the work required and to request that the works are carried out as soon as possible.

*Proposed by Cllr Clark, seconded by Cllr Stead – All in favour.*

**MA036/18 Littlehands matters:** To receive updates and consider actions

- a) To receive an update on water usage.  
 Update on investigations into recent very high water bill. Wardens have located the meter. Water Company to carry out investigation into possible leak. To be monitored.
- b) To consider a quotation to upgrade the roof lights  
 Only one quote received.  
**ACTION** Assistant to the Clerk to obtain a further quote for consideration.
- c) To receive and consider a quotation for a condition report.  
 Lease to be reviewed to establish who is responsible for obtaining a condition report. Only one quote received so far.  
**ACTIONS:**
- Cllr Clark to review the Lease
  - Assistant to Clerk to obtain a further quote for a condition report

**MA037/18 Village Maintenance Matters:**

- a) To consider quotations for repairs to the zip wire at The Moor Play Park  
 It was:  
**RESOLVED** to accept the quote from Fenland Leisure for £300 plus VAT to re-tension the zip wire.  
*Proposed by Cllr Norman, Seconded by Cllr Clark – All in favour.*
- b) To consider quotations for maintenance to hedgerow on Orchard Road  
 It was:  
**RESOLVED** to accept the quotation from Herts & Cambs Ground Maintenance for £280 plus VAT.  
*Proposed by Cllr Norman, Seconded by Cllr Clark - All in favour.*
- c) To consider a quote for shrub planting at the village car park  
 Further discussion to be had with Herts & Cambs Ground Maintenance with regard to their quote. Noted the need for prickly shrubs to discourage members of the public walking across the bed.  
**ACTION:** The Clerk to make contact with HCGM.  
 It was noted that the mobile fishmonger is parking in this area and customers standing on the flower bed.  
**ACTION:** Assistant to the Clerk to speak to him to ask him to park further back to avoid this.
- d) To consider an update on proposals to provide seating on open space behind Melbourn Village College

Suggested that grant funding be applied for to supply a bench.

**ACTION:** Assistant to Clerk to attempt to contact the member of the public who made the original request.

e) To consider consolidating utility supplies

Clerk requested and received delegated authority to approach LSI to obtain a quote.

**ACTION:** Clerk and RFO to request a quote to be taken to F&GG for consideration on 3 March.

**MA038/18 To consider implementing a programme of fixed asset verification**

Random sample of fixed assets to be inspected every 6-12 months to ensure that asset list is current and correct. Cllrs, Wilson, Clark and Barnes volunteered to undertake periodic reviews. Cllr Wilson to carry out first inspection.

**MA039/18 To receive progress updates on Cllr road inspections**

Outstanding reports to be followed up. Noted areas where footpaths / roads are in poor state - to be reported to County Highways. Residents to be encouraged to report as well.

**ACTION:** Clerk to include something in his article for Melbourn Magazine.

**MA040/18 Outstanding Maintenance Issues: To consider the status of the jobs spreadsheet**

ITEM	Details of work required	Actions
1	Stockbridge Meadows - boardwalk railings	Offer of help accepted from volunteers. Quotes to be obtained for timber - 14/11/18 <b>ACTION</b> Cllr Travis to follow up with Maureen Brierley. Discussion as to handrails
2	Dividing Hedge in Orchard Road Cemetery - Leave or remove?	Discussed at MA034/18a)
3	Trees overhanging in Chalkhill Barrow/Back Lane	Awaiting report from CCC inspection <b>ACTION</b> CL to chase CCC for report
4	Ivy choking poplar trees on Royston Road	Ivy to be removed - ongoing work as filler job
5	Tidying new rd soil store	Quote from H&CGM requested. <b>ACTION</b> CL to chase quote. Area to be clearly marked out
6	Pavilion toilets - problems during fete 2018	inspection conducted. Quote from Dyno rod received. <b>RESOLVED</b> to award the work to Dynorod MA035/18b)
7	Littlehands Roof safety issue	Liaise with LH, ascertain method of entry and discuss prevention options. Possibility of applying anti-climb paint. Discuss further with tenant. <b>ACTION</b> Clerk to investigate options for anti climb paint.
8	Littlehands roof lights	Discussed - further quote to be obtained.
9	Littlehands Electrical issues	Contractor reports electrical infrastructure as sub-standard. Condition report obtained. Supply cabinet can only be removed by utility supplier. Discussed - further quote to be obtained
10	Littlehands drainage investigation	Informal meeting with contractor held. Quote received £344. <b>RESOLVED</b> to accept quote from General Maintenance Barley. Proposed <b>Cllr Wilson</b> , Seconded <b>Cllr Clark</b> - All in favour.

11	Orchard Rd Cemetery Yellow Lines	Wardens to repaint yellow line once weather improves
12	Pavilion ASHP	Service carried out on 15 January. <b>ACTION</b> Parish Office to arrange annual service.
13	Tree at entrance to allotments	Wardens to inspect <b>ACTION</b> Parish Office to obtain quote for tree work
14	Hub railings on pavement o/s front entrance	Determine planning related issues and options. Clerk requested permission from CCC - refused.
15	Car Park Shrub bed planting	Quote from H&CGM obtained. <b>ACTION</b> Clerk to discuss with HCGM - request prickly shrubs.
16	Drain by Army Hut Old Rec	Photos obtained. Contact Cadets for supporting info <b>ACTION</b> Parish Office to follow up with Army Cadets
17	Removal of Electricity box at the side of Littlehands.	<b>ACTION</b> Parish Office to contact utility company to carry out the work.

#### MA041/18 New Maintenance Issues: To consider Maintenance issues arising since last meetings

A member suggested the following future agenda items:

- HCGM contract for maintaining recreation areas expires end of March - to be reviewed at next Maintenance Committee meeting
- List of approved / trusted companies to be compiled for future maintenance work. Invitation to be made to local contractors to be considered for future work. Noted the need to ensure this complies with Financial Regulations.
- **ACTION:** Parish Office to prepare a report for consideration.

TS reported that some road gullies in the village are blocked and causing flooding.

**ACTION:** TS to prepare a list of affected road gullies for reporting to CCC.

A member noted that bushes along the track at the top of Water Lane had been cut right back. Noted that this was most likely carried out by CCC as this track is their responsibility.

A member noted very poor lighting along the footpath from Station Road to the London bound platform.

- **ACTION:** Cllr Norman to review s106 Agreement for 199 Development to see if there is provision for improvements to footpath.

Clerk noted that the planting scheme for the 199 Development is now available.

- **ACTION:** Clerk to contact Rosemary Gatward with a request to review and comment on the planting scheme.

KR suggested putting up a sign in the Jubilee Orchard with identifying various heritage fruit trees and inviting members of the public to help themselves to fruit.

- **ACTIONS:**
- Parish Office to obtain quotation for sign
- Cllr Barnes to help with design.

The meeting closed at 10:50.

Next meeting scheduled for Thursday, 21 February 2019 at 09:00

## MELBOURN PARISH COUNCIL - MAINTENANCE COMMITTEE

(District of South Cambridgeshire)

**A meeting of this Committee was held on Wednesday, 14 November 2018 at  
Melbourn Community Pavilion, The Moor, Melbourn at 11:00**

**Present:** Cllrs Travis (Chair), Cllr Norman, Cllr Clark, Cllr Stead, B Deville

**In attendance:** S Crocker - Parish Clerk, K Rudge

**Absent:** None

**MA015/18 To receive and approve apologies for absence**

Apologies were received from T Stebbing, R Gatward, D Bartle

**MA016/18 To receive any Declarations of Interest and Dispensations**

There were no declarations of interest and no requests for dispensation

**MA017/18 To approve the minutes of the Maintenance Committee Meeting held on 12 October 2018**

It was:

**RESOLVED** that the minutes of the Maintenance Committee meeting held on 12 October 2018 be approved as a correct record and duly signed by the Chair.

*Proposed by Cllr Clark, seconded by Cllr Norman – All in favour.*

**MA018/18 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)**

There were no members of the public in attendance

**MA019/18 Finance Matters:** To receive a monthly finance report on expenditure within the Committee's remit.

The monthly finance report was considered. Members commented that spending was in line with expectations.

The report was **Noted**.

**MA020/18 Allotment Matters:** To receive updates and consider actions.

BdV reported overhanging tree adjacent to plot 46a in need of attention

**ACTION** – Wardens to inspect and report.

**MA021/18 Cemetery Matters:**

- a) To consider a quote to maintain Orchard road cemetery hedge adjoining Hagers Close

It was:

**RESOLVED** to accept the quote for £180 + VAT from Herts & Cambs Ground Maintenance and proceed with the work.

*Proposed by Cllr Norman, seconded by Cllr Clark – All in favour*

- b) To consider quotes for replacement trees at New Rd Cemetery

It was decided to arrange a site visit with a view to adding the cost of replacement trees into budget deliberations for the following financial year. Quotes were not considered at this time.

**ACTION** – SC to arrange a site visit, to consist of SC, JT, GC, KR

- c) To receive any other updates and consider actions

**ACTION** – Cemetery gates to remain unlocked (KR/DB)

**MA022/18 Stockbridge Meadows Matters:**

Signed:..... Dated:...../...../.....

- a) To consider a quote for the removal of wire fencing

It was:

**RESOLVED** to accept a quotation from Herts & Cambs Ground Maintenance for £780 + VAT and proceed with the work.

*Proposed by **Cllr Clark**, seconded by **Cllr Stead** – All in favour.*

- b) To consider a report from the Committee Chair on the future of the Boardwalk

It was:

**RESOLVED** to accept an offer from volunteers to help with repairs to the boardwalk.

*Proposed by **Cllr Norman**, seconded by **Cllr Clark** – All in favour*

**ACTION** – Obtain quotes for timber (KR)

- c) To receive any other updates and consider actions

None

**MA023/18 Pavilion Matters:** To receive updates and consider actions

It was reported that the new lighting had been installed and the clock was now working

**MA024/18 Littlehands Matters:** To consider measures to discourage vandalism

GC reported on concerns re youths climbing on to the roof at Littlehands

**ACTION** – Liaise with Littlehands re issues and concerns and report back to next meeting (GC)

**ACTION** – Add roof issue to jobs spreadsheet (SC)

**ACTION** - Add Littlehands Electrical works to jobs spreadsheet (SC)

**ACTION** – Chase progress on quote to remove electrical supply cabinet (CL)

**MA025/18 Outstanding Maintenance Issues: To consider the status of the jobs spreadsheet**

ITEM	Details of work required	Action Notes
1	Stockbridge Meadows - boardwalk railings	Offer of help from volunteers accepted. <b>ACTION</b> - KR to obtain quotes for timber
2	KR report that flagstones are flaking and loose, creating trip hazard. Possible repairs or relay area. War memorial. JT to provide spec to CL.	Work in progress - remove from list
3	New Road - Grave reinstatement and turfing	Remove from list
4	Dividing Hedge in Orchard Road Cemetery - Leave or remove?	Leave sign in place until spring
5	Trees overhanging in Chalkhill Barrow/Back Lane	Awaiting report from CCC inspection
6	Ivy choking poplar trees on Royston Road	KR to remove ivy - ongoing
7	Bushes on Orchard Road (opp Orchard Gate)	<b>ACTION</b> Assistant to Clerk to chase quote from Ashtons & obtain further quotes
8	Moving soil stores in New Road and Orchard Road Cemeteries	<b>ACTION</b> - Chase quote for tidying of New Rd Soil Store (SC)

Signed:..... Dated:...../...../.....

9	Pavilion toilets - problems during fete 2018	<b>ACTION</b> – Obtain further quotes
10	Gate from Moor play area to the rec broken off hinges	<b>ACTION</b> - Gate is broken off at hinges. Wardens to repair
11	Littlehands drainage investigation	<b>ACTION</b> obtain quotes for corrective work to downpipe
12	Stockbridge Meadows wire fencing	<b>ACTION</b> chase quotes for removal of wire
13	New Rd Cemetery bins	Complete - remove from list
14	Trees at the bottom of Maple Way (Orchard Road)	Complete – remove from list
15	Cupboard in Pavilion - door fallen off	Complete - remove from list
16	Cllr Road Inspections	In progress
17	Orchard Rd Cemetery Yellow Lines	<b>ACTION</b> - Wardens to repaint yellow line
18	Pavilion - ink splattered on door after youth club	Remove from list
19	Pavilion ASHP	Scheduled for Jan 2019
20	Tree at entrance to allotments	<b>ACTION</b> – Obtain quote for work (CL)
21	Bus stop - guttering has been damaged by vandals	Complete – Remove from list
22	Pavilion clock not working	Complete – remove from list
23	Railings on pavement outside Hub	<b>ACTION</b> – Determine planning related issues and options (SC)
24	Fire damage to bridge on public bridleway	<b>ACTION</b> – Wardens to put sign up notifying public that authorities are aware
25	Damage to Stockbridge Meadows Gate	<b>ACTION</b> – Repair under delegated authority (SC)
26	Supply & Install village xmas tree	<b>ACTION</b> – Source Tree and arrange installation (SC)
27	Extra benches on field behind MVC	<b>ACTION</b> – Make enquires of CCC (CL)

**MA026/18 New Maintenance Issues: To consider Maintenance issues arising since last meetings**

A member reported the grit bin in the village car park had been overturned

**ACTION** – Car park bin to be moved (KR / DB)

**ACTION** – Stocks of all bins to be audited (CS)

KR reported blocked drain adjacent to Army Hut on old Rec

**ACTION** – Obtain photo evidence (KR)

**ACTION** – Write to cadets and enquire as to drain connections / purpose (CL)

**MA027/18 To note the date of next meeting**

14 Dec 2018



Melbourn Parish Council  
Maintenance Expenditure Tracking  
2018/19

EDGE Code	Budget 2018/19	Actual to date (14/01/19)	Balance
<u>Budgeted expenditure (included in Precept or on Prioritised List)</u>	£	£	£
1000 Allotments - plot clearance/maintenance	500	280	220
1100 Conservation - gardening (83 High St), tree work,hedge cutting, plants for tubs, Christmas tree	1,420	1,084	336
2000 Cemeteries - maintenance and headstone bases	4,000	2,596	1,404
3000 Playground - maintenance/ROSPA etc	300	207	93
3200 Recreation Ground - line marking/mole treatment (£100)	1,100		1,100
3400 Pavilion - maintenance (sanitary disposal, septic tank, key safe)	500	460	40
4300 Wardens' equipment (power washer, shredder- repair instead?)	2,330	895	1,435
6401 Hub maintenance & replacements - (blown window (not needed), wall light (not needed), repainting exterior, Hub fire inspection remedial works)	2,290	1,062	1,228
6700 War memorial - paving	3,500	3,065	435
6700 War memorial - fencing	4,000		4,000
7100 Car park - workshop wall (not needed - reallocate?)	400		400
8000 Highways & Footpaths - (unspecified)	1,000		1,000
9000 Rental Property - Littlehands drains	3,600	3,570	30
9600 Community Benefit Donations - Cemetery Tree Planting (New Rd)	1,000		1,000
9600 Community Benefit Donations - Pavilion floodlights	1,516	1,325	191
9600 Community Benefit Donations - Pavilion pool table (still needed?)	230		230
9600 Community Benefit Donations - Chess table	295	295	-
9600 Community Benefit Donations - Boardwalk Stockbridge Meadows	400		400
	28,381	14,839	13,542

	Actual to date (14/01/19)	Expected Cost
<u>Expenditure not included in Precept:</u>	£	£
1000 Allotments - asbestos removal (£645), water (£800)	645	800
1100 Conservation - Kohima stone installation	998	
1150 Conservation - Stockbridge Meadows entrance gate/fence repair	400	
2000 Cemeteries - water bill (foul water) backdated bills		200
3000 Playground repairs/maintenance (essential - authorised 2017/18)	1,570	
3200 Recreation Ground - repair to rec after fair	500	
3400 Pavilion - drain investigation/repair	180	
4900 Parish Clock - repair	382	
6401 Hub fire alarm - new control panel (essential)	650	
6401 Hub telephone system	1,073	
6401 Hub replacement UPS (essential)	291	
7100 Car Park - new signs and foul water (including backcharges)	565	
9000 Littlehands exterior works	1,868	
9000 Littlehands signage	94	
	9,215	1,000

Funding Source				
Precept	Community Benefit	S106	Asset Mngt Reserve	External Grant
£	£	£	£	£
500				
1,420				
4,000				
300				
100				
500				
2,330				
2,290				
2,565				500
3,600				
	1,000			
	1,325			
	230			
	295			
17,605	2,850	-	-	500

Proposed funding source			
Precept	Community Benefit	S106	Asset Mngt
£	£	£	£
<i>Note 1</i>			<i>Note 1</i>
1,445			
998			
400			
200			
1,570			
500			
180			
382			
650			
1,073			
291			
565			
1,868			
94			
10,216	-	-	-

Total unbudgeted

10,215

10,216

<b>Potential Impact on Designated Reserves:</b>				
	<b>Community Benefit</b>	<b>S106</b>	<b>Asset Mngt</b>	
			<i>Note 1</i>	
Balance brought forward at 1/4/18	5,041	8,004	12,176	
Income 2018/19	41,526	107,250	13,726	Precept increase
Expenditure 2018/19 (to date)	(42,544)			
Balance of budgeted maintenance 2018/19 expenditure	(1,230)		-	
Potential additional unbudgeted maintenance expenditure	-	-	-	
Balance carried forward	2,793	115,254	25,902	

**Note 1:**

There will be some cost savings in certain budget areas e.g. salaries, insurance, line marking, grounds maintenance. Some of these savings will need to be allocated to other areas where there are budget shortfalls, most notably utilities, but there is an anticipated surplus that could be available for reallocation against maintenance spend items (subject to agreement by the Parish Council). Only the balance would need to be taken out of Asset Mgt or Community Benefit reserves. Current forecasts are that overspends can be absorbed by savings elsewhere/unbudgeted income. It should not be necessary to use reserves although this will need to be monitored.

In 2019/20

Would prefer to allocate an amount in the budget for unplanned maintenance costs and allocate from this based on priority. The AMR could be kept for asset replacement or major maintenance. Ideally AMR expenditure should be planned (to an extent) with an attempt made to tie this into the Fixed Asset Register over time.

Melbourn Parish Council  
 Grounds Maintenance Contract Expenditure Tracking  
 2018/19

EDGE Code	Budget Heading		Budget 2018/19	Actual to date (14/01/19)	Balance	
		Grass Cutting Contract (new contract):	£	£	£	
1200	Grass Cutting Contract	Verges	4000			
1200	Grass Cutting Contract	Playground Grounds Maint	1400			
1200	Grass Cutting Contract	Community Hub Grounds Maintenance	1500			
			6,900	6,200	700	New contract split differently to original budget allocation
1300	Public Open Space Maintenance Contract	General Maintenance (new contract):	3,100	4,313	(1,213)	(£460 per month from Jul 2018 plus extra work as authorised) £420 extra hedge cutting Clear Crescent, Orchard Road, NR Cemetery
2100	Cemeteries Grounds Maintenance Contract	(New contract)	13,000	4,414	8,586	(£405.83 per month from May 2018)
3200	Recreation Grounds	Grounds maintenance (old contract)	9,360	7,295	2,065	(£755 per month) £500 extra repair damage after Fair
			<b>32,360</b>	<b>22,222</b>	<b>10,138</b>	

Three of the grounds maintenance contracts were re-tendered in 2018 and there have been adjustments since then. The tasks included in the contracts have been bundled differently to the original budget allocation. Budget allocations have been adjusted on Edge as best we can to allow tracking.

MD Landscapes has the Grass Cutting Contract - so far we have only received one invoice and it was not clear from the invoice how the costs relate back to the contract.

Generally, in total, we appear to have more than adequate budget to cover grounds maintenance costs. Although we still need to get a better understanding of what additional works might be needed before we reallocate the balance elsewhere, it is currently forecast that savings will be in the region of £4,000 against budget.

## **Project**

Project Name: Melbourn Community Pavillion SG8 6ED  
Project Description: Re Blocking System  
Project Number: 10262  
Project Status: Issued  
Project Date: 12/11/2018  
Project Standard: MSCC3 GB (SRM4 Scoring)  
Wincan Version: v. 1.1.12.2

## Table of Contents

Project Name <b>Melbourn Community Pavillion SG8 6ED</b>	Project Number: <b>10262</b>	Date: <b>12/11/2018</b>
---	---------------------------------	----------------------------

Scoring Summary .....	P-1
Project Information .....	P-2
Section Profile .....	P-5
Section Summary .....	P-6
Project Summary .....	P-9
Section: 1; IC1 - IC2 .....	1
Section: 2; S/TANK - IC2 .....	5
Section: 3; IC3 - IC5 .....	8
Section: 4; IC5 - S/TANK .....	13
Section: 5; overview - overview .....	16

## Scoring Summary

Project Name:  
**Melbourn Community Pavillion SG8 6ED**

Project Number:  
**10262**

Project Date:  
**12/11/2018**

### Structural Defects

Section	PLR	Grade	Description
All inspected pipes are in an acceptable structural condition (< grade 3).			

### Service / Operational Condition

Section	PLR	Grade	Description
All inspected pipes are in an acceptable service condition (< grade 3).			

### Abandoned Surveys

Section	PLR	Description
All inspections complete, none are abandoned.		

### Information

These summaries are based on the SRM grading from the WRc.

## Project Information

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>	Project Date: <b>12/11/2018</b>
--	-------------------------------	-----------------------------------	------------------------------------

### Site

Company: Council  
 Contact: Claire Littlewood  
 Department: Melbourn Community Pavillion  
 Street: The Moor Melbourn  
 Town or City: Royston  
 County: Essex  
 Post Code: SG8 6ED  
 Phone: 01763263303

### Contractor

Company: AMG SS Franchise of Dyno Rod  
 Contact: Office  
 Street: Unit E, Cartel Business Estate Edinburgh way  
 Town or City: Harlow  
 County: Essex  
 Post Code: CM20 2TT  
 Phone: 01279866486  
 Mobile: 07415743017

## Project Information

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>	Project Date: <b>12/11/2018</b>
--	-------------------------------	-----------------------------------	------------------------------------

## Project Notes

After reviewing the footage taken by are CCTV engineer I can confirm that currently there are two bellies in the pipework I if between IC3 to IC4 which is buried downstream this belly is 2.7 meters in length. There is also another belly in the pipework between IC1 downstream to IC2 this belly is nearly 6 meters in length.

Because these bellies won't allow the foul to flow away it causes deposits to sit there in the belly which then slowly gets worse over time.

We recommend excavate and replacing pipe work with new UPVC pipework's this will remove the bend in the piep and restore flow back to normal, re lining may help improve flows but cannot confirm how affective it will be.

Excavate both bellies 9 metres of trenching up to 1 metre deep will require sond and traces cleaning and flushing through the pipework and replacement pipe work and re instatement as well as waste removal from site.

Total Costs of these works: £2,591.00 plus vat



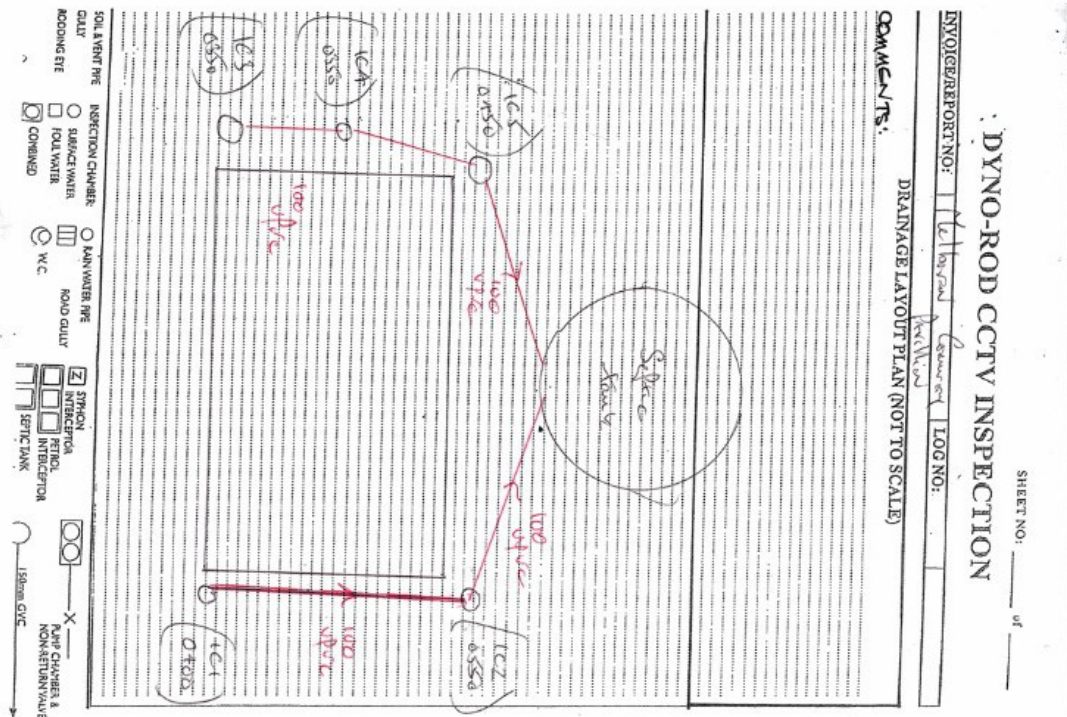
## Project Information

Project Name:  
**Melbourn Community Pavillion SG8 6ED**

Client's Ref:  
**82888**

Contractor's Ref:  
**10262**

Project Date:  
**12/11/2018**



## Section Profile

Project Name:  
**Melbourn Community Pavillion SG8 6ED**

Project Number:  
**10262**

Project Date:  
**12/11/2018**

Section No.	Upstream Node	Downstream Node	Date	Road	Pipe Material	Total Length [m]	Inspected Length [m]
5	overview	overview	12/11/2018	The Moor Melbourn	Polyvinyl chloride	0.00	0.00

**1 x Circular 0 = 0.00 Total Length [m] ( 0.00 Inspected Length [m] )**

Section No.	Upstream Node	Downstream Node	Date	Road	Pipe Material	Total Length [m]	Inspected Length [m]
1	IC1	IC2	12/11/2018	The Moor Melbourn	Polyvinyl chloride	9.34	9.34
2	S/TANK	IC2	12/11/2018	The Moor Melbourn	Polyvinyl chloride	13.75	13.75
3	IC3	IC5	12/11/2018	The Moor Melbourn	Polyvinyl chloride	9.10	9.10
4	IC5	S/TANK	12/11/2018	The Moor Melbourn	Polyvinyl chloride	5.32	5.32

**4 x Circular 100 = 37.51 Total Length [m] ( 37.51 Inspected Length [m] )**

**Total: 5 = 37.51 Total Length [m] ( 37.51 Inspected Length [m] )**

## Section Summary

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Project Number: <b>10262</b>	Project Date: <b>12/11/2018</b>
--	---------------------------------	------------------------------------

Number of sections	5
Total length of sewer network	37.51 m
Inspected length of sewer network	37.51 m
Not inspected length of sewer network	0.00 m
Total abandoned inspections	0
Number of section inspection photos	27
Number of section inspection videos	5
Number of section inspection scans	0
Number of section inclination measurements	0



## Section Summary

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Project Number: <b>10262</b>	Project Date: <b>12/11/2018</b>
--	---------------------------------	------------------------------------

<b>PLR:</b>	IC1X	<b>Upstream Node:</b>	IC1
<b>Town or Village:</b>	Royston	<b>Downstream Node:</b>	IC2
<b>Road:</b>	The Moor Melbourn	<b>Dia/Height [mm]:</b>	100 mm
<b>Total Length [m]:</b>	9.34 m	<b>Pipe Material:</b>	Polyvinyl chloride

No.	m+	Code	Observation
1	0.00	ST	Start of survey
2	0.47	GO	General observation
3	0.47	WL	Water level, 15% of sewer height
4	6.26	GO	General observation
5	9.34	FH	Finish survey

<b>PLR:</b>	S/TANKX	<b>Upstream Node:</b>	S/TANK
<b>Town or Village:</b>	Royston	<b>Downstream Node:</b>	IC2
<b>Road:</b>	The Moor Melbourn	<b>Dia/Height [mm]:</b>	100 mm
<b>Total Length [m]:</b>	13.75 m	<b>Pipe Material:</b>	Polyvinyl chloride

No.	m+	Code	Observation
1	0.00	ST	Start of survey
2	1.53	LL	Line of sewer deviates left
3	13.75	FH	Finish survey

<b>PLR:</b>	IC3X	<b>Upstream Node:</b>	IC3
<b>Town or Village:</b>	Royston	<b>Downstream Node:</b>	IC5
<b>Road:</b>	The Moor Melbourn	<b>Dia/Height [mm]:</b>	100 mm
<b>Total Length [m]:</b>	9.10 m	<b>Pipe Material:</b>	Polyvinyl chloride

No.	m+	Code	Observation
1	0.00	ST	Start of survey
2	0.47	WL	Water level, 50% of sewer height
3	0.48	GO	General observation
4	2.83	GO	General observation
5	2.95	GO	General observation
6	7.92	WL	Water level, 65% of sewer height
7	8.98	LR	Line of sewer deviates right
8	9.10	FH	Finish survey

<b>PLR:</b>	IC5X	<b>Upstream Node:</b>	IC5
<b>Town or Village:</b>	Royston	<b>Downstream Node:</b>	S/TANK
<b>Road:</b>	The Moor Melbourn	<b>Dia/Height [mm]:</b>	100 mm
<b>Total Length [m]:</b>	5.32 m	<b>Pipe Material:</b>	Polyvinyl chloride

No.	m+	Code	Observation
1	0.00	ST	Start of survey
2	2.01	LR	Line of sewer deviates right
3	5.32	FH	Finish survey

<b>PLR:</b>	overviewX	<b>Upstream Node:</b>	overview
<b>Town or Village:</b>	Royston	<b>Downstream Node:</b>	overview
<b>Road:</b>	The Moor Melbourn	<b>Dia/Height [mm]:</b>	
<b>Total Length [m]:</b>		<b>Pipe Material:</b>	Polyvinyl chloride

No.	m+	Code	Observation
1	0.00	GP	General photograph taken at this point

## Section Summary

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Project Number: <b>10262</b>	Project Date: <b>12/11/2018</b>
--	---------------------------------	------------------------------------

No.	m+	Code	Observation
2	0.00	GP	General photograph taken at this point
3	0.00	GP	General photograph taken at this point

## Project Summary

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Project Number: <b>10262</b>	Project Start Date: <b>12/11/2018 09:26:43</b>
--	---------------------------------	---

## Section Summary

Sect. No.	PLR	Upstream Node	Downstream Node	Road	Town	Type	Use	Mat.	Profile	Length
1	IC1X	IC1	IC2	The Moor Melbourn	ROYSTON	SEC	C	PVC	Circular 100mm	9.34 m
2	S/TANKX	S/TANK	IC2	The Moor Melbourn	ROYSTON	SEC	C	PVC	Circular 100mm	13.75 m
3	IC3X	IC3	IC5	The Moor Melbourn	ROYSTON	SEC	C	PVC	Circular 100mm	9.10 m
4	IC5X	IC5	S/TANK	The Moor Melbourn	ROYSTON	SEC	C	PVC	Circular 100mm	5.32 m
<b>Total:</b>										<b>37.50 m</b>

## Section Levels

Sect. No.	PLR	Upstream Node	Upstream C.L.	Upstream I.L.	Upstream I.D.	Downstream Node	Downstream C.L.	Downstream I.L.	Downstream I.D.
1	IC1X	IC1			0.400 m	IC2			0.550 m
2	S/TANKX	S/TANK			0.000 m	IC2			0.550 m
3	IC3X	IC3			0.350 m	IC5			0.450 m
4	IC5X	IC5			0.450 m	S/TANK			0.000 m

## Section Summary by Profile

Profile		Total Length	No. Sections
Circular 100mm	=	37.5 m	4
<b>Total</b>	<b>=</b>	<b>37.5 m</b>	<b>4</b>

## Project Summary

Project Name: <b>Melbourn Community Pavillion SG8 6ED</b>	Project Number: <b>10262</b>	Project Start Date: <b>12/11/2018 09:26:43</b>
--	---------------------------------	---

## Inspection Summary

Sect. No.	Insp. No.	Upstream Node	Downstream Node	Dir.	Operator	Insp. Date	Insp. Time	Str	Ser	Final Observation	Length
1	1	IC1	IC2	US	John W	12/11/2018	9:29	1	1	FH, IC2	9.34 m
2	1	S/TANK	IC2	US	John W	12/11/2018	9:42	1	1	FH, septic tank	13.75 m
3	1	IC3	IC5	US	John W	12/11/2018	9:46	1	1	FH, septic tank	9.10 m
4	1	IC5	S/TANK	US	John W	12/11/2018	9:57	1	1	FH, septic tank	5.32 m
										<b>Total:</b>	<b>37.51 m</b>

## Inspection Summary by Profile

Profile	Total Length	No. Inspections
Circular 100mm =	37.5 m	4
<b>Total</b> =	<b>37.5 m</b>	<b>4</b>

## Defect Summary

				General				Structural Condition								Service Condition								
Sect. No.	Insp. No.	Upstream Node	Downstream Node	Insp. Length (m)	No. Grade 4/5 Obs.	Survey Abandoned	Camera Under Water	Cracks	Fractures	Broken	Deformed	Collapsed	Holes	Surface Damage	Displaced Joints	Open Joints	Roots	Infiltration	Encrustation	Silt	Grease	Obstruction	Water Level	Line Deviates
1	1	IC1	IC2	9.3																			1	
2	1	S/TANK	IC2	13.8																				1
3	1	IC3	IC5	9.1																			2	1
4	1	IC5	S/TANK	5.3																				1
Total:				37.5																			3	3

## Section Inspection - 12/11/2018 - IC1X

Section: <b>1</b>	Inspection: <b>1</b>	Date: <b>12/11/18</b>	Time: <b>9:29</b>	Client's Ref: <b>82888</b>	Weather: <b>Dry</b>	Pre Cleaned: <b>No</b>	PLR: <b>IC1X</b>
Operator: <b>John W</b>		Vehicle:		Camera:	Preset Length:	Criticality Grade:	Alternative ID:

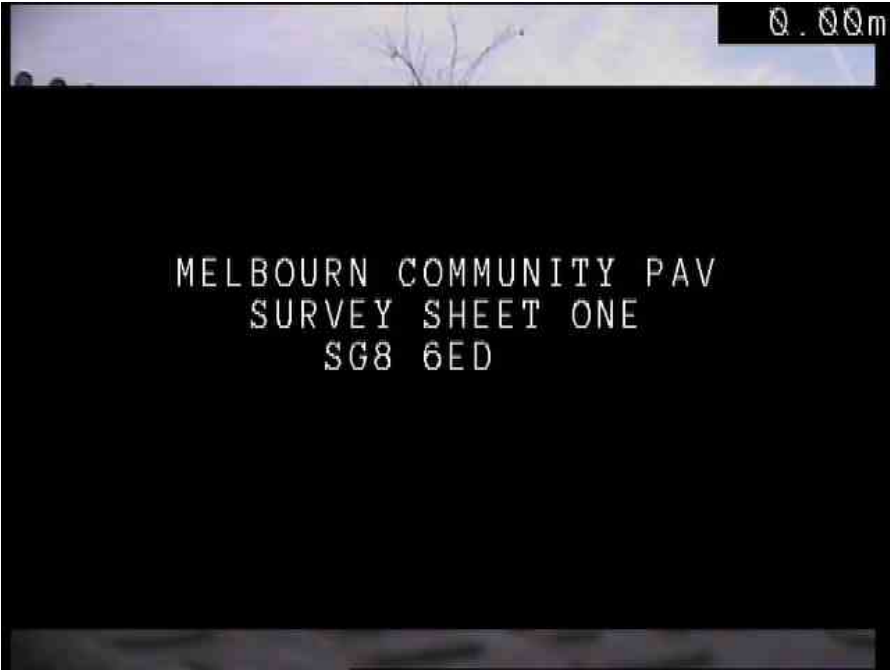
Town or Village:	ROYSTON	Insp Dir:	IC2 << IC1	US MH:	IC1
Road:	The Moor Melbourn	Inspected Length:	9.34 m	US Depth:	0.400 m
Location:		Total Length:	9.34 m	DS MH:	IC2
Surface Type:		Pipe Length:	0.00 m	DS Depth:	0.550 m
Use:	Combined		Pipe Shape:	Circular	
Type of Pipe:			Height / Width:	100 mm	
Year Constructed:			Pipe Material:	Polyvinyl chloride	
Inspection Purpose:	Sample survey to determine asset condition		Lining:	None	
Flow Control:			Material:	None	
Comment:					
Recommendation:					

1:83	Position [m]	Code	Observation	MPEG	Photo	Grade
<b>Depth: 0.55</b> <b>IC2</b>						
	0.00	ST	Start of survey: IC1	00:00:00		
	0.47	GO	General observation: Belly in pipe	00:00:09		
	0.47	WL	Water level, 15% of sewer height	00:00:09		
	6.26	GO	General observation: belly in pipework End	00:00:24		
	9.34	FH	Finish survey: IC2	00:00:34		
<b>IC1</b> <b>Depth: 0.40</b>						

Structural Defects					Construction Features				
Service & Operational Observations					Miscellaneous Features				
STR No. Def	STR Peak	STR Mean	STR Total	STR Grade	SER No. Def	SER Peak	SER Mean	SER Total	SER Grade
0	0.0	0.0	0.0	1.0	0	0.0	0.0	0.0	1.0



Section Pictures - 12/11/2018 - IC1X				
Section Number: 1	Inspection Direction: IC2 << IC1	PLR: IC1X	Client's Ref: 82888	Contractor's Ref: 10262



IC2X\_bf938773-9e2d-4070-9268-4e498021eaa8\_20181112\_093324\_379.jpg, 00:00:00,  
0.00m  
Start of survey



IC2X\_71ce7212-6c19-4ecd-b819-18567b61d350\_20181112\_093346\_262.jpg, 00:00:00,  
0.00m  
Start of survey

Section Pictures - 12/11/2018 - IC1X				
Section Number: 1	Inspection Direction: IC2 << IC1	PLR: IC1X	Client's Ref: 82888	Contractor's Ref: 10262



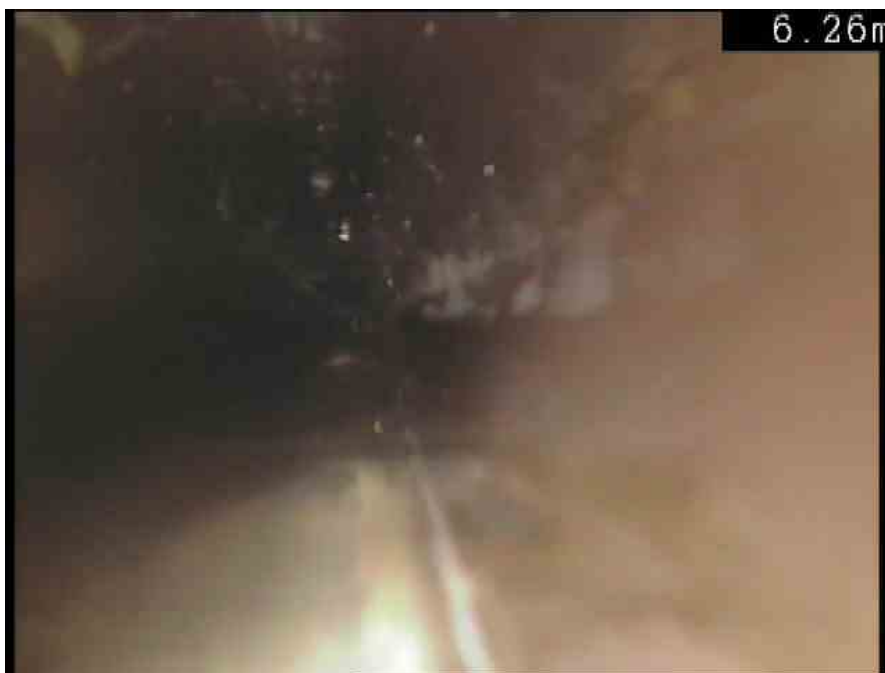
IC2X\_88b1d4ae-65f7-45d5-a674-0f4598fda31e\_20181112\_093425\_629.jpg, 00:00:09, 0.47m  
General observation



IC2X\_9bfae31d-53bb-4361-a3f5-605b98eb7b22\_20181112\_093610\_822.jpg, 00:00:09, 0.47m  
Water level, 15% of sewer height

## Section Pictures - 12/11/2018 - IC1X

Section Number: <b>1</b>	Inspection Direction: <b>IC2 &lt;&lt; IC1</b>	PLR: <b>IC1X</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>
-----------------------------	--	---------------------	-------------------------------	-----------------------------------



IC2X\_f4b98c4e-1888-449a-995a-5f8d6317374d\_20181112\_093902\_389.jpg, 00:00:24, 6.26m  
General observation

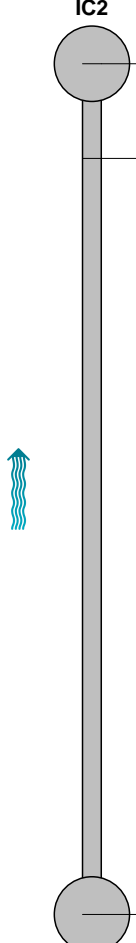


IC2X\_0b48350e-9a2a-4b75-9ef8-dd64c3b6a250\_20181112\_093934\_744.jpg, 00:00:34, 9.34m  
Finish survey

## Section Inspection - 12/11/2018 - S/TANKX

Section: <b>2</b>	Inspection: <b>3</b>	Date: <b>12/11/18</b>	Time: <b>9:42</b>	Client's Ref: <b>82888</b>	Weather: <b>Dry</b>	Pre Cleaned: <b>No</b>	PLR: <b>S/TANKX</b>
Operator: <b>John W</b>		Vehicle:		Camera:	Preset Length:	Criticality Grade:	Alternative ID:

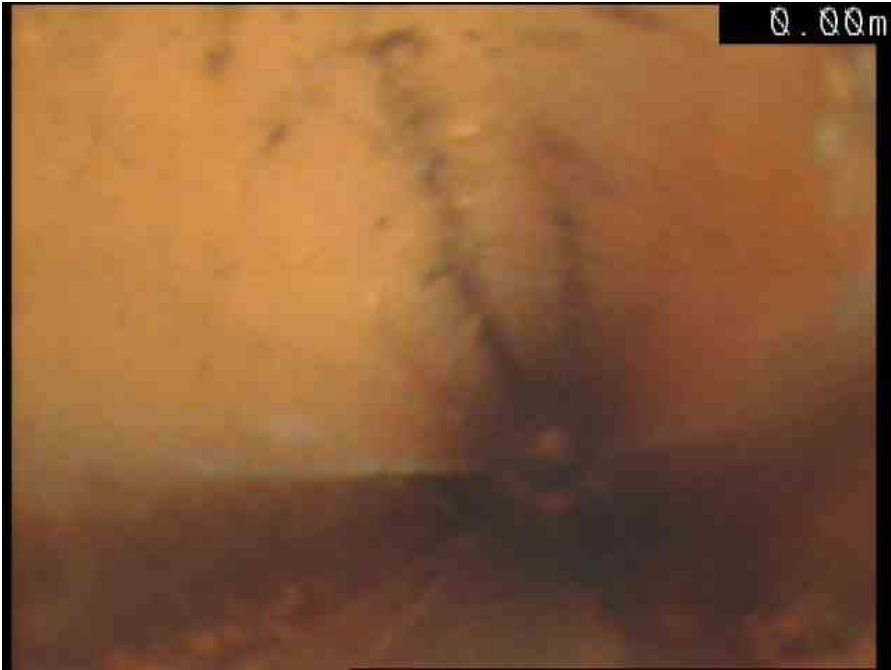
Town or Village:	ROYSTON	Insp Dir:	IC2 << S/TANK	US MH:	S/TANK
Road:	The Moor Melbourn	Inspected Length:	13.75 m	US Depth:	
Location:		Total Length:	13.75 m	DS MH:	IC2
Surface Type:		Pipe Length:	0.00 m	DS Depth:	0.550 m
Use:	Combined		Pipe Shape:	Circular	
Type of Pipe:			Height / Width:	100 mm	
Year Constructed:			Pipe Material:	Polyvinyl chloride	
Inspection Purpose:	Sample survey to determine asset condition		Lining:	None	
Flow Control:			Material:	None	
Comment:	S/tank= Septic Tank				
Recommendation:					

1:122	Position [m]	Code	Observation	MPEG	Photo	Grade
<b>Depth: 0.55</b> <b>IC2</b>						
	0.00	ST	Start of survey: IC2	00:00:00		
	1.53	LL	Line of sewer deviates left	00:00:08		
	13.75	FH	Finish survey: septic tank	00:00:43		
<b>S/TANK</b> <b>Depth:</b>						

Structural Defects					Construction Features				
Service & Operational Observations					Miscellaneous Features				
STR No. Def	STR Peak	STR Mean	STR Total	STR Grade	SER No. Def	SER Peak	SER Mean	SER Total	SER Grade
0	0.0	0.0	0.0	1.0	0	0.0	0.0	0.0	1.0

**Section Pictures - 12/11/2018 - S/TANKX**

Section Number: 2	Inspection Direction: IC2 << S/TANK	PLR: S/TANKX	Client's Ref: 82888	Contractor's Ref: 10262
----------------------	--	-----------------	------------------------	----------------------------



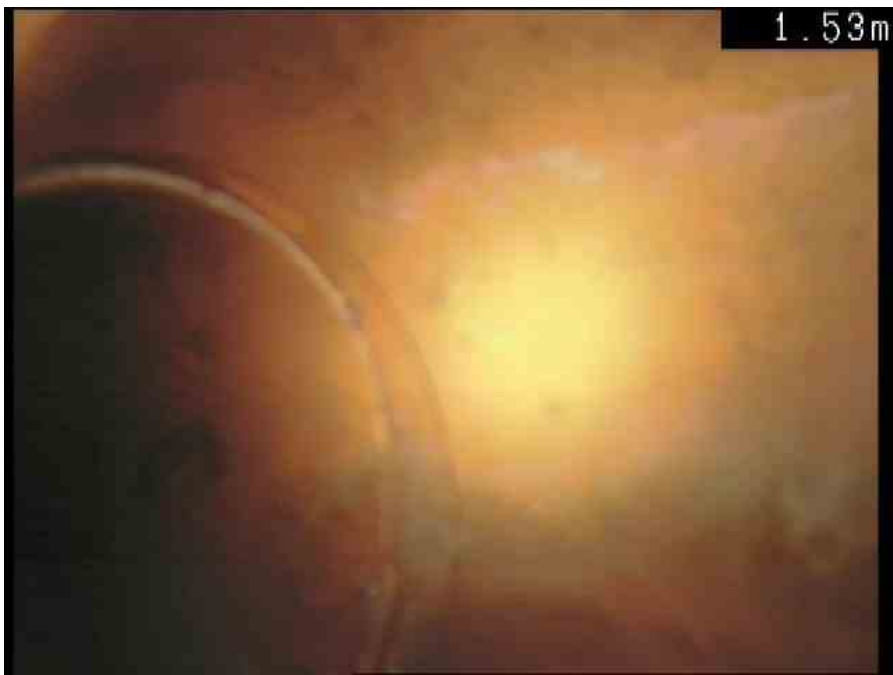
S\_TANKX\_da9bf265-dfe4-4103-8287-6d944f75e24e\_20181112\_094440\_899.jpg, 00:00:00,  
0.00m  
Start of survey



S\_TANKX\_0b503644-ad4a-4fe9-92b2-227e2db81610\_20181112\_094447\_243.jpg, 00:00:00,  
0.00m  
Start of survey

Section Pictures - 12/11/2018 - S/TANKX

Section Number: 2	Inspection Direction: IC2 << S/TANK	PLR: S/TANKX	Client's Ref: 82888	Contractor's Ref: 10262
----------------------	--	-----------------	------------------------	----------------------------



S\_TANKX\_07aa34dd-fd16-4306-8a1d-01acb3c0b0ac\_20181112\_094516\_302.jpg, 00:00:08,  
1.53m  
Line of sewer deviates left



S\_TANKX\_dcbffef1-1b4b-48de-8c49-ce29301a52ab\_20181112\_094655\_699.jpg, 00:00:43,  
13.75m  
Finish survey

## Section Inspection - 12/11/2018 - IC3X

Section: <b>3</b>	Inspection: <b>4</b>	Date: <b>12/11/18</b>	Time: <b>9:46</b>	Client's Ref: <b>82888</b>	Weather: <b>Dry</b>	Pre Cleaned: <b>No</b>	PLR: <b>IC3X</b>
Operator: <b>John W</b>		Vehicle:		Camera:	Preset Length:	Criticality Grade:	Alternative ID:

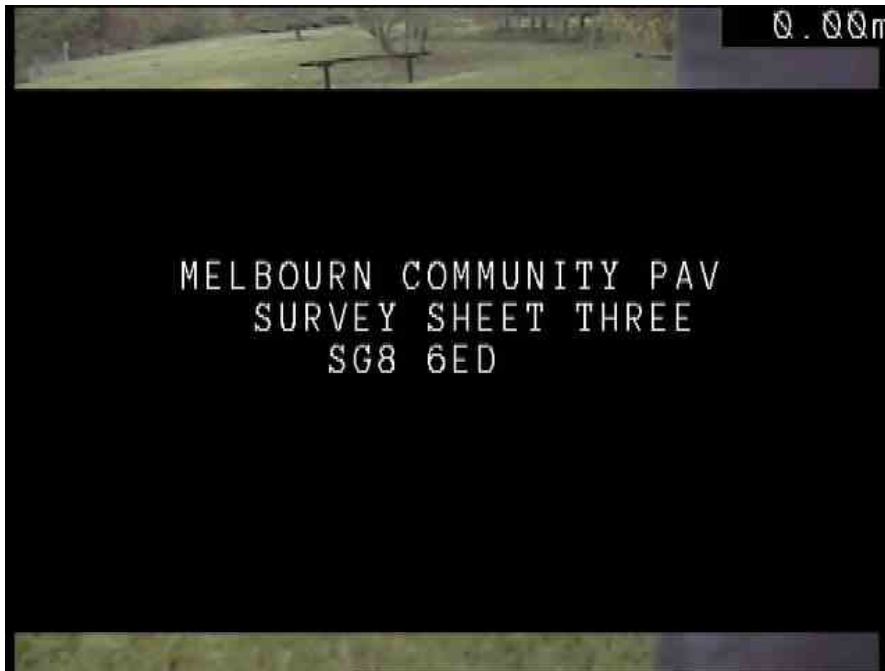
Town or Village:	ROYSTON	Insp Dir:	IC3 >> IC5	US MH:	IC3
Road:	The Moor Melbourn	Inspected Length:	9.10 m	US Depth:	0.350 m
Location:		Total Length:	9.10 m	DS MH:	IC5
Surface Type:		Pipe Length:	0.00 m	DS Depth:	0.450 m
Use:	Combined		Pipe Shape:	Circular	
Type of Pipe:			Height / Width:	100 mm	
Year Constructed:			Pipe Material:	Polyvinyl chloride	
Inspection Purpose:	Sample survey to determine asset condition		Lining:	None	
Flow Control:			Material:	None	
Comment:					
Recommendation:					

1:81	Position [m]	Code	Observation	MPEG	Photo	Grade
<b>Depth: 0.35</b> <b>IC3</b>						
	0.00	ST	Start of survey: IC3	00:00:00		
	0.47	WL	Water level, 50% of sewer height	00:00:07		
	0.48	GO	General observation: Belly in pipe start	00:00:07		
	2.83	GO	General observation: belly in pipe end	00:00:14		
	2.95	GO	General observation: IC4	00:00:14		
	7.92	WL	Water level, 65% of sewer height	00:00:28		
	8.98	LR	Line of sewer deviates right	00:00:31		
	9.10	FH	Finish survey: septic tank	00:00:40		
<b>IC5</b> <b>Depth: 0.45</b>						

Structural Defects					Construction Features				
Service & Operational Observations					Miscellaneous Features				
STR No. Def	STR Peak	STR Mean	STR Total	STR Grade	SER No. Def	SER Peak	SER Mean	SER Total	SER Grade
0	0.0	0.0	0.0	1.0	0	0.0	0.0	0.0	1.0

## Section Pictures - 12/11/2018 - IC3X

Section Number: <b>3</b>	Inspection Direction: <b>IC3 &gt;&gt; IC5</b>	PLR: <b>IC3X</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>
-----------------------------	--	---------------------	-------------------------------	-----------------------------------



IC3X\_34df1e3b-14a5-4167-9410-22fd9919198e\_20181112\_094954\_692.jpg, 00:00:00, 0.00m  
Start of survey



IC3X\_9d0f682f-efc3-4f0d-a414-40d11951a23a\_20181112\_095001\_084.jpg, 00:00:00, 0.00m  
Start of survey



Section Pictures - 12/11/2018 - IC3X				
Section Number: 3	Inspection Direction: IC3 >> IC5	PLR: IC3X	Client's Ref: 82888	Contractor's Ref: 10262



IC3X\_1043336d-8230-4a6f-9f33-a0243b715d87\_20181112\_095242\_100.jpg, 00:00:07,  
0.47m  
Water level, 50% of sewer height



IC3X\_55414b34-1698-4c39-bdae-bda67ce98395\_20181112\_095317\_698.jpg, 00:00:07,  
0.48m  
General observation

Section Pictures - 12/11/2018 - IC3X				
Section Number: 3	Inspection Direction: IC3 >> IC5	PLR: IC3X	Client's Ref: 82888	Contractor's Ref: 10262



IC3X\_1a4bf475-6a3a-47d4-b07a-5f81bf7083fa\_20181112\_095400\_763.jpg, 00:00:14, 2.83m  
General observation



IC3X\_a223ccba-0916-4725-8817-8d24ba10c24d\_20181112\_095422\_734.jpg, 00:00:14, 2.95m  
General observation

Section Pictures - 12/11/2018 - IC3X				
Section Number: 3	Inspection Direction: IC3 >> IC5	PLR: IC3X	Client's Ref: 82888	Contractor's Ref: 10262



IC3X\_129f50b4-c4b1-4ae8-a734-c8aea82f9a45\_20181112\_095500\_421.jpg, 00:00:28, 7.92m  
Water level, 65% of sewer height

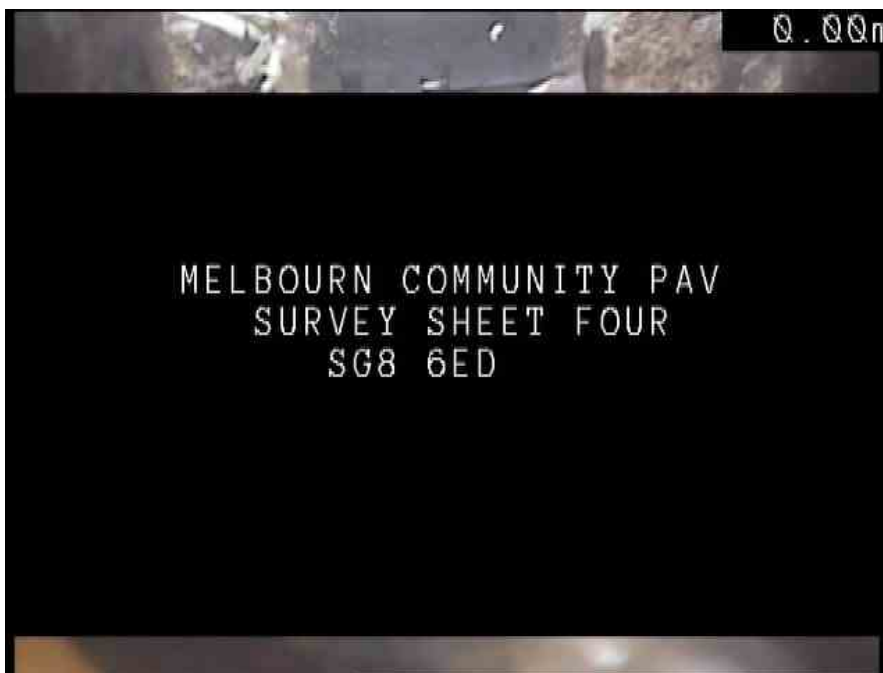


IC3X\_c0877a12-83c6-4e64-ac00-31c07757be62\_20181112\_095537\_064.jpg, 00:00:31, 8.98m  
Line of sewer deviates right

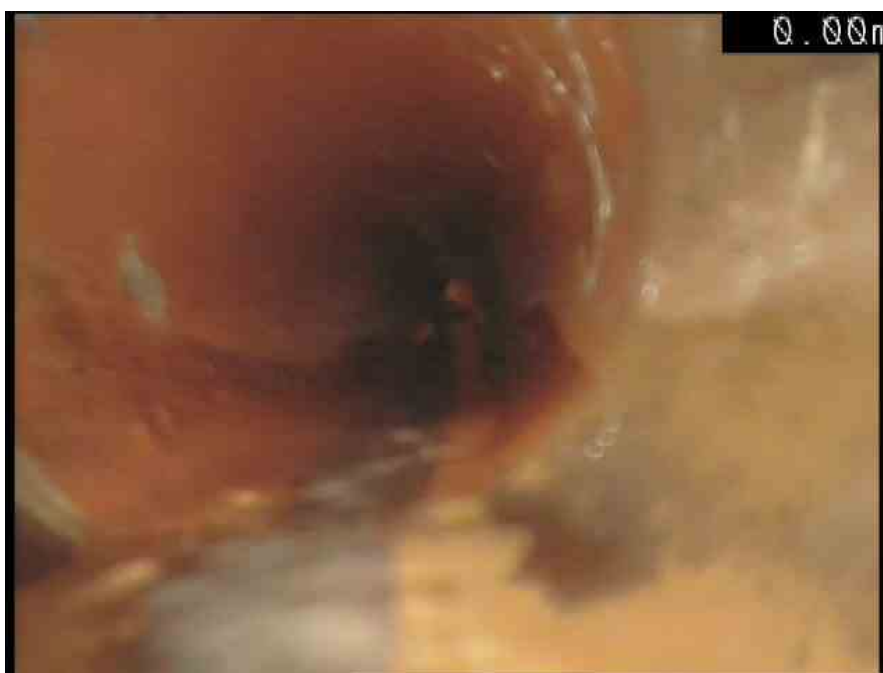


## Section Pictures - 12/11/2018 - IC5X

Section Number: <b>4</b>	Inspection Direction: <b>IC5 &gt;&gt; S/TANK</b>	PLR: <b>IC5X</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>
-----------------------------	---	---------------------	-------------------------------	-----------------------------------



IC5X\_d9bb1f2e-dc06-4bb4-aff5-4738f5210c1d\_20181112\_095903\_653.jpg, 00:00:00, 0.00m  
Start of survey



IC5X\_4fc11d0a-3054-4a67-92e8-d6a787a32731\_20181112\_095912\_780.jpg, 00:00:00,  
0.00m  
Start of survey

Section Pictures - 12/11/2018 - IC5X				
Section Number: 4	Inspection Direction: IC5 >> S/TANK	PLR: IC5X	Client's Ref: 82888	Contractor's Ref: 10262



IC5X\_f94043d8-51e7-4068-b9f0-39a2bc9f30a7\_20181112\_095950\_928.jpg, 00:00:11, 2.01m  
Line of sewer deviates right



IC5X\_0d039e69-06c8-4b78-a318-0442753bfcac\_20181112\_100040\_784.jpg, 00:00:21, 5.32m  
Finish survey

## Section Inspection - 12/11/2018 - overviewX

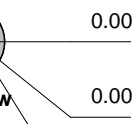
Section: <b>5</b>	Inspection: <b>6</b>	Date: <b>12/11/18</b>	Time: <b>10:01</b>	Client's Ref: <b>82888</b>	Weather: <b>Dry</b>	Pre Cleaned: <b>No</b>	PLR: <b>OVERVIEWX</b>
Operator: <b>John W</b>		Vehicle:		Camera:	Preset Length:	Criticality Grade:	Alternative ID:

Town or Village:	<b>ROYSTON</b>	Insp Dir:	<b>OVERVIEW &lt;&lt; OVERVIEW</b>	US MH:	<b>OVERVIEW</b>
Road:	<b>The Moor Melbourn</b>	Inspected Length:	<b>0.00 m</b>	US Depth:	
Location:		Total Length:	<b>0.00 m</b>	DS MH:	<b>OVERVIEW</b>
Surface Type:		Pipe Length:	<b>0.00 m</b>	DS Depth:	

Use:	<b>Combined</b>	Pipe Shape:	<b>Circular</b>
Type of Pipe:		Height / Width:	
Year Constructed:		Pipe Material:	<b>Polyvinyl chloride</b>
Inspection Purpose:	<b>Sample survey to determine asset condition</b>	Lining:	<b>None</b>
Flow Control:		Material:	<b>None</b>

Comment:

Recommendation:

1:50	Position [m]	Code	Observation	MPEG	Photo	Grade
<div> <div>Depth:</div> <div>overview</div> <div>  </div> <div>Depth:</div> </div>						
		GP	General photograph taken at this point: site	00:00:00		
		GP	General photograph taken at this point: site	00:00:01		
		GP	General photograph taken at this point: site	00:00:23		

Structural Defects					Construction Features				
Service & Operational Observations					Miscellaneous Features				
STR No. Def	STR Peak	STR Mean	STR Total	STR Grade	SER No. Def	SER Peak	SER Mean	SER Total	SER Grade
0	0.0	0.0	0.0	0.0	0	0.0	0.0	0.0	0.0

## Section Pictures - 12/11/2018 - overviewX

Section Number: <b>5</b>	Inspection Direction: <b>overview &lt;&lt; overview</b>	PLR: <b>overviewX</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>
-----------------------------	--	--------------------------	-------------------------------	-----------------------------------



overviewX\_08c9557e-201d-469b-ab7c-82483506e1c4\_20181112\_100326\_772.jpg, 00:00:00, 0.00m

General photograph taken at this point



overviewX\_09f027a6-d093-4aee-9939-d4087617085e\_20181112\_100400\_240.jpg, 00:00:00, 0.00m

General photograph taken at this point



## Section Pictures - 12/11/2018 - overviewX

Section Number: <b>5</b>	Inspection Direction: <b>overview &lt;&lt; overview</b>	PLR: <b>overviewX</b>	Client's Ref: <b>82888</b>	Contractor's Ref: <b>10262</b>
-----------------------------	--	--------------------------	-------------------------------	-----------------------------------



overviewX\_e35c7f4c-91a9-433a-99f4-169970fc251b\_20181112\_100415\_583.jpg, 00:00:01, 0.00m

General photograph taken at this point



overviewX\_ae36641d-2891-45a4-8aa4-f756531f792c\_20181112\_100427\_020.jpg, 00:00:01, 0.00m

General photograph taken at this point

Section Pictures - 12/11/2018 - overviewX				
Section Number: 5	Inspection Direction: overview << overview	PLR: overviewX	Client's Ref: 82888	Contractor's Ref: 10262



overviewX\_8b192072-84cf-42cb-88a5-1e45c790072a\_20181112\_100524\_144.jpg, 00:00:23, 0.00m  
 General photograph taken at this point



## Herts & Cambs Ground Maintenance Ltd



Claire Littlewood  
Melbourn Parish Council  
The Hub  
Melbourn  
Royston  
Herts  
SG8 6DZ

24<sup>th</sup> July 2018

Dear Simon & Claire

As requested we are providing a quotation to cut back hard the hedge on Orchard Rd opposite Orchard Gate as requested

All debris would be removed & we would control the traffic whilst this was taking place

**Total £ 280.00 x Vat**

Should you need to discuss further please do not hesitate to contact me

Kind Regards

Justin Willmott (Director)

Bank details Account 20572530 / Sort code 60 18 42  
**Summerhouse Farm, New Road, Melbourn Royston Herts SG8 6DL**  
Tel: 01763 261 999 Email: [Justin@hcgmltd.co.uk](mailto:Justin@hcgmltd.co.uk)  
VAT Reg: 987421972 Company number: 6936328  
**[www.hcgmltd.co.uk](http://www.hcgmltd.co.uk)**

**GENERAL MAINTENANCE BARLEY.**

14 BANKSIDE, THE HIGH STREET  
BARLEY, ROYSTON.  
SG8 8HU.  
TEL: 07971 069449.  
TEL: 01763 849238.  
Email: parttdarren@yahoo.co.uk.

*Sold To*

**GRAHM CLARK.**  
SIMON CROCKGR  
PARISH CLERK.  
MELBOURN PARISH COUNCIL.

**QUOTATION**

Quotation	QT1117
Date	14/01/2019
Our Ref.	DRAINAGE
Cust Ref.	DRAINAGE
Terms	COMPLETION.

Description	Amount
TO: RECONFIGURE DRAINAGE AT NURSERY/FROM HOPPER TO EXISTING DOWN PIPE.	
X1 ELBOW.	£11.88
X1 TEE FITTING.	£7.79
X 10 CLIPS.	£23.50
X JOINTS.	£16.32
X 12MTRS 110MM PIPE.	£125.00
LABOUR	£160.00

Remarks	Total	£344.49
ALL ACCOUNTS TO BE MADE PAYABLE TO MR DARREN PARTT. THE CO-OPERATIVE BANK. SORTCODE: 08-92-49. ACCNO: 13115924.		